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ARIES



147 7





Table 1. Mean values of the dependent variables for the three groups of subjects

Variable	Control group	Low-dose group	High-dose group
Mean age (years)	22.5	22.5	22.5
Mean height (cm)	176.5	176.5	176.5
Mean weight (kg)	72.5	72.5	72.5
Mean heart rate (b/min)	145	145	145
Mean systolic blood pressure (mmHg)	120	120	120
Mean diastolic blood pressure (mmHg)	75	75	75
Mean stroke volume (L/min)	10.5	10.5	10.5
Mean cardiac output (L/min)	11.5	11.5	11.5
Mean stroke volume index (L/min/m ²)	0.06	0.06	0.06
Mean cardiac output index (L/min/m ²)	0.07	0.07	0.07

Control group = 10 subjects; low-dose group = 10 subjects; high-dose group = 10 subjects.

stroke volume (L/min) and stroke volume index (L/min/m²) were significantly lower in the high-dose group than in the control group ($P < 0.05$).

There were no significant differences between the three groups in the mean values of the other dependent variables (Table 1).

Discussion

The present study was designed to investigate the effects of a single dose of 100 mg of metoprolol on the haemodynamic response to a 10-min period of maximal exercise in healthy young men. The results of the study show that a single dose of 100 mg of metoprolol significantly reduced the heart rate response to maximal exercise.

The heart rate response to maximal exercise is a well-established index of autonomic control of the heart. The heart rate response to maximal exercise is determined by the balance between the sympathetic and parasympathetic nervous systems.

The results of the present study show that a single dose of 100 mg of metoprolol significantly reduced the heart rate response to maximal exercise. This suggests that metoprolol has a direct effect on the heart rate response to maximal exercise.

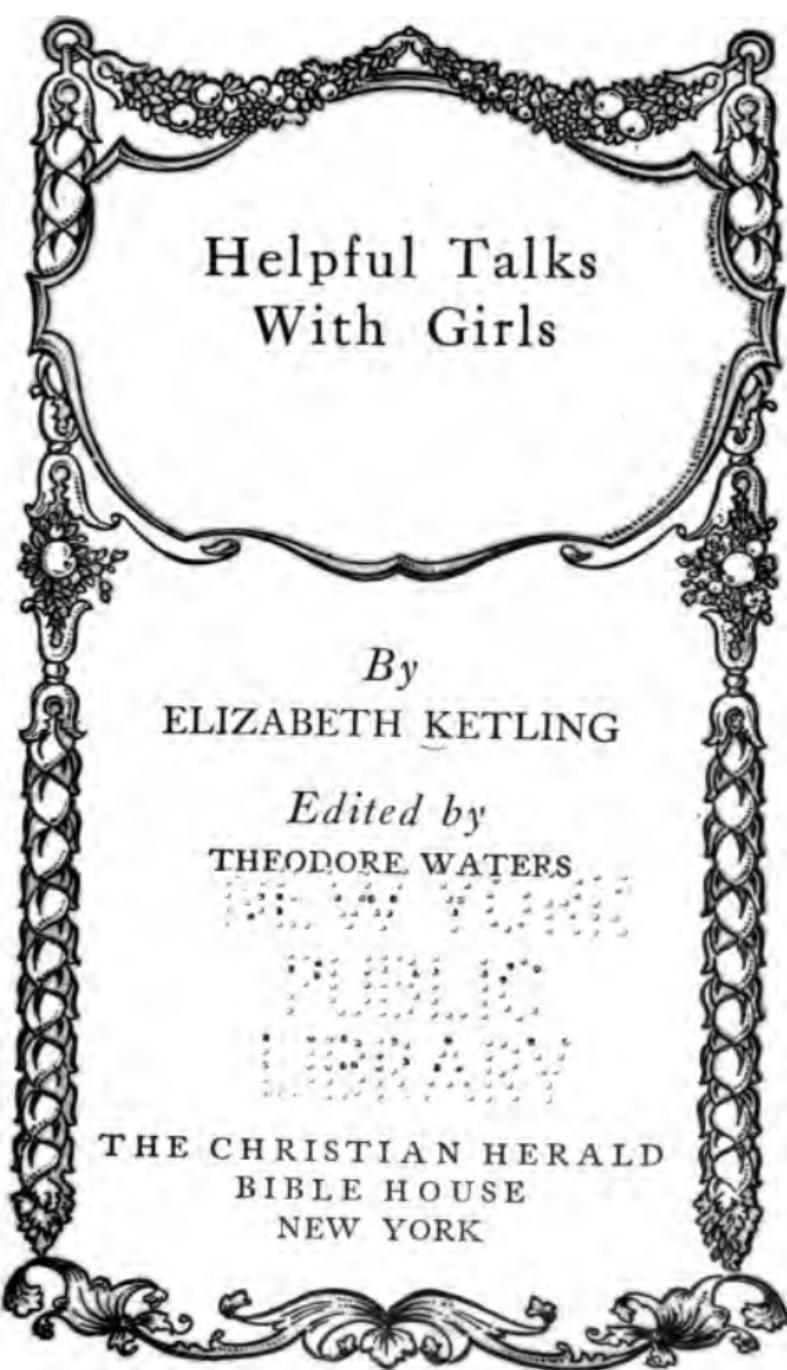
The results of the present study also show that a single dose of 100 mg of metoprolol did not significantly affect the stroke volume response to maximal exercise. This suggests that metoprolol has no direct effect on the stroke volume response to maximal exercise.

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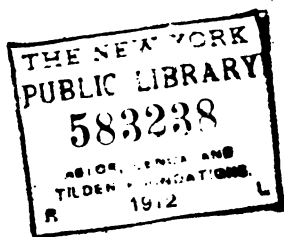
Helpful Talks
With Girls

By
ELIZABETH KETLING

Edited by
THEODORE WATERS

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Introduction

This saying is trite, but none the less true: "The best way to help those who need help is to help them to help themselves."

Women, young women too, are thrown on their own resources quite as often as are men.

The young woman, in such a case, calls out despairingly: "What shall I do?"

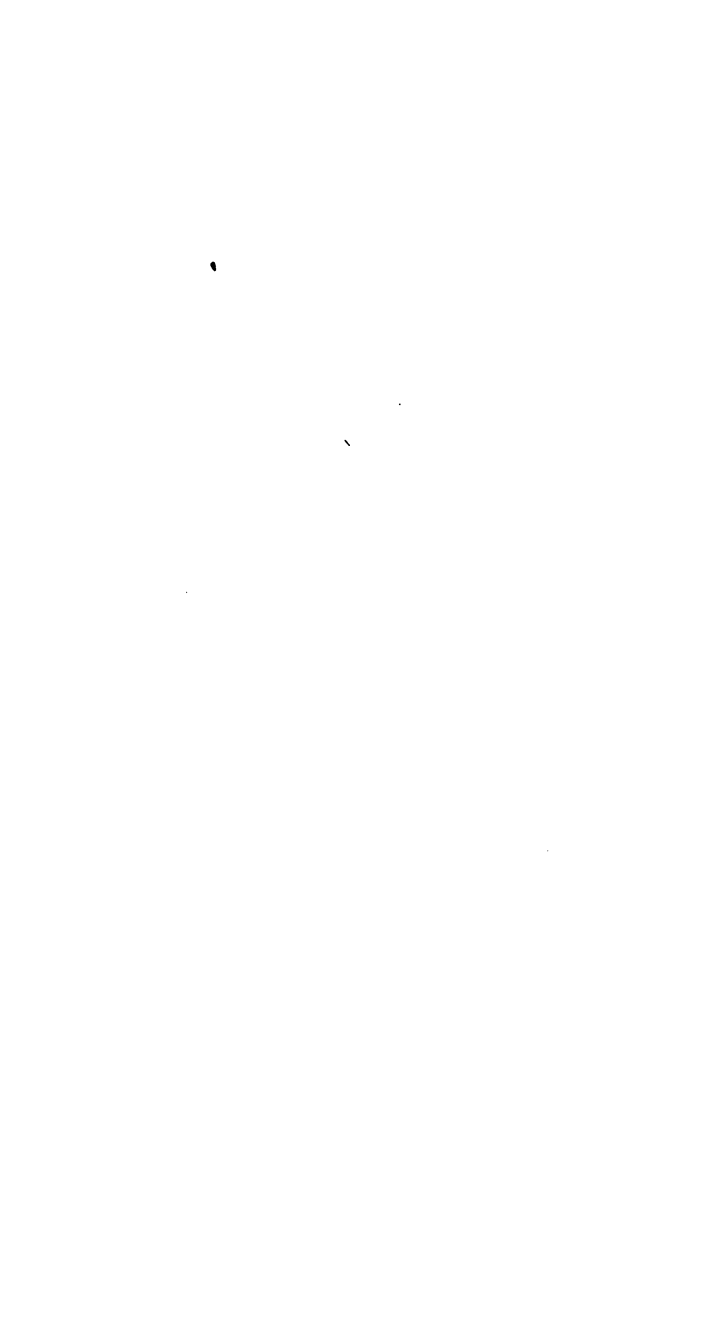
Our answer is: "What can you do?"

The girl says: "I don't know!"

In this little volume we have pointed out the ways in which women with training and women with no training, but with the gift of pluck and stick-to-it-iveness, have won.

Apart from the great value of the information given in these pages, the book is more interesting than a romance, for all its experiences are drawn from life, not from the imagination of the romancer.

Even if you don't want work, read it for the joy that comes from a record of *brave effort*.



Helpful Talks With Girls

CHAPTER I

POSSIBILITIES

Education in the Past—A Limited Sphere— The Uneducated Woman.

Nothing so marks the world's advance in civilization as the status of women to-day, as compared with that of the eighteenth century. We might go back beyond the days of, say our American Revolution, and find through each receding century that woman's position approached nearer and nearer to that of the serf. Indeed, under the common laws of England, up to the middle of the nineteenth century, woman, whether married or single, could only hold property through a guardian, she being considered *incompetent* to manage her own affairs.

The girl of one hundred years ago was, to a great extent, a creature of circumstances, circumstances over which she had no more control than the slave girl born on the banks of the Congo. It is true that now and then a woman, innately great, burst the fetters of her environment, and rose superior to her sisters, superior indeed to her masters. Such women stand out like fixed stars through the murk of that dawn that was coming and bringing with it the bright sun of her enfranchisement.

It is pleasant to note that with the gradual emancipation of woman, hospitals began to multiply, orphan asylums became public institutions, and those humane charities that distinguish the civilization of to-day were launched, and, we believe, are destined to move forward and to advance higher, as the field of opportunity for women broadens.

THE LIMITED SPHERE OF FORMER DAYS

In the sad days of which we are speaking, women became dependent and were thrown on their own resources exactly as they are to-day. It may be interesting to glance at her fitting to fight the life-battle, with the limited educational equipment she received from her guardians. If her *training* had been in the flimsy accom-

plishments of which we have spoken, the only positions she could attempt to fill, with any certainty of making good, were those of nursery governess or lady's companion. Perhaps, she might do fancy needle work, but if she wrought at this as a means of livelihood, it would have been considered a degradation by her associates, who relegated all physical labor to what they regarded as the inferior class. Now, the demand for such work was necessarily less than the supply, for in an age of irresponsibility, tens of thousands of well-bred young women, not to mention their mothers equally situated, were thrown on their own resources.

If the woman was accustomed to house work and, in addition, was fairly well educated, according to the standard of the times, there were three callings open to her, and these were more promising than in the case first referred to. She might teach school, and in that day it required but a slight knowledge of the three R's to fit her for this position. She might start a millinery shop, for the decoration of her more fortunate sisters; or she might become the mistress of an inn or a boarding house; these three callings limited her possibilities as a self-supporter.

THE UNEDUCATED WOMAN

Strange though it may seem, the woman

without school training, in those days, had a great advantage over her better educated sisters. Then, as now, the farm, the factory, the shop, and the household offered ample, if not always remunerative, opportunities for employment.

The Revolution that has changed all this was not sudden, no revolution ever is. All the preceding centuries had been preparing the race for the great change that was to come. Truly, in this as in all things, "God moves in a mysterious way his wonders to perform." It was not as if men suddenly realized that their mothers, their wives, their sisters, and their daughters, were capable of better things and fitted for a higher destiny. While it is true great men have worked for the elevation of women, it is to woman herself that we owe the wonderful advancement now in progress, and which is destined to continue till every field of effort for which she is physically fitted is thrown open to her; until, indeed, the world comes to realize that it is the character of the work that should be paid for and not the individual worker. When this day comes, women will receive the same compensation for the same work as do men, provided always that they can do it equally well and in an equal time; and that they can do this we feel absolutely confident.

CHAPTER II

IMPROVED OPPORTUNITIES

Schools in the Old Days—Growth of Common Schools—Woman's Ability—Fields of Effort—The Professions.

It would be interesting to relate in detail the changes that have been wrought in woman's condition during a period within the memory of many still living. Our purpose, however, is not to give the history of woman's advancement, so much as to describe, as best we may, the fields of opportunities which have been opened up largely through her own efforts.

One hundred years ago, even in these favored United States, not fifty per cent of the women could read and write, and a larger percentage of her sisters in that older world from which our forefathers came, were in a denser state of illiteracy. The public schools, to be found to-day in every inhabited part of our vast country, have been a thing of slow growth. The early teachers of the backwoods school, and even the teachers of the city school, sustained by public funds, were invariably

6 IMPROVED OPPORTUNITIES

men. True, there were a few private schools managed by women, but they were regarded not so much as places for intellectual training, as for the acquiring of superficial accomplishments.

GROWTH OF COMMON SCHOOLS

It was not until the states took charge of the education of their prospective citizens, that the public school became an all-important factor in training the young for the duties of citizenship. These public schools were not limited to the training of pupils of one sex. The world had come to realize, and particularly the American world, that the woman was quite as much a citizen as the man and quite as important a factor in the nation's development and progress.

It was natural that after this common school education began to spread among the girls of town and country, they should soon develop a capacity for teaching, and that in time they should come to supplant the old school master and to introduce newer and better methods for the training of the young.

WOMAN'S ABILITY

At first it was doubted whether wome

were capable of such work. It was argued, by the old fogies and conservatives of the time, that women lacked the force of character, the power of discipline, if not, indeed, the intellectual ability properly to train the young placed in their care. But in this, as in every calling which she has assumed, woman soon demonstrated her ability to do the work, and to do it better than it ever had been done before. Normal schools were established for the training of teachers, and it was at first supposed that they would be resorted to only by young men, but, to the surprise of objectors, even the earliest of these training schools for teachers had their full share of women, and in the classes where the sexes were brought into direct contrast, if not into direct competition, it was found that, as a rule, the women students more than held their own with the men.

There are to-day in the United States, it is estimated, about 500,000 school teachers, and of these more than two-thirds are women, nor is their field limited to the common school. We find them teachers in the training schools, professors in the academies, and filling positions of educational responsibility, which the men of two generations ago imagined were beyond their capacity, as they surely were beyond their reach at that time.

OTHER FIELDS OF EFFORT

We have mentioned the entrance of women into educational work because there is, perhaps, no other field—certainly none so important—in which larger numbers of the sex are professionally employed. It would be a mistake, however, to suppose that in the great advance which we have mentioned, other avenues equally promising, if not equally important, have been opened up for women.

We find her managing the farm successfully. As a shop or store keeper she has taken high rank with the men of that class, and the wholesale merchants freely assert that business women meet their obligations with more promptness than do men. In the trades she is taking a high rank. Next to eating, people, perhaps, spend more upon their clothes than in supplying any other personal want.

Not only are women now, as they have been in the past, the milliners and dress-makers, but they have also become the manufacturers of clothing for boys and men. Their artistic taste and their love for the home beautiful have induced them to become decorators and in all our large cities women can be found occupying foremost positions in this department of labor. There are women pilots, women miners, *women* blacksmiths, women carpenters,

and it is said, women masons. But we do not cite such examples for emulation, but rather to show what women can do if want requires and necessity compels.

THE PROFESSIONS

Two generations ago a woman lawyer or a woman doctor was undreamt of. True, a few ambitious women, up to the middle of the nineteenth century, had attempted to become doctors, but they found the doors of the medical colleges in the old and new worlds closed in their faces. They met with a like reception at the law schools, but they were not discouraged.

The old prejudices are vanishing with the old superstitions, but, the prejudices against women have been among the slowest to go. We cannot attempt to enumerate at this time the number of women lawyers in this country alone, but they certainly run into the thousands.

After persistent knocking at the doors of the medical schools of the old and new worlds, they were slowly opened to woman and she was quick to avail herself of their opportunities.

NURSES

Closely allied to the profession of medicine is that of the trained nurse. Before

the middle of the last century the trained nurse was unknown. True, there were nurses of the old-fashioned sort, such as Dickens describes in his character of Betsy Prigg; but where these were successful it was due to a natural aptitude for the work, rather than to acquired skill.

Up to the Crimean War, in 1855, women were unknown in the hospitals of the world, perhaps we might except the Sisters of Charity who made a specialty of visiting the sick and of hospital work.

Florence Nightingale, an English woman of good birth, superior education, and a heart that went out in sympathy to every form of human suffering, learned how the sick and wounded soldiers from Sebastopol were dying by thousands from wounds and disease in the Turkish hospitals at Scutari. She offered her services as a nurse to the British Government, and at first met with much opposition, but she persisted, and at length was permitted to go, at her own expense, to Turkey. There she found conditions so horrible that had her heart been less bold she might well have been deterred from the things that needed so much to be done. But she set to work with a will. Soon the fetid hospital, under her charge, was converted into a place wholesome and cleanly.

The wounded soldiers hitherto accus-

tomed to the well-meant but rough treatment of their male nurses, came to look on the slender, sweet-faced, soft-voiced woman as an angel sent from above. The oath and the coarse speech died out in the hospital wards. Rude men became gentle, dying men took a new grip on life, and into the worn faces of the men who had faced death in the trenches, there came an expression of hope that was realized under her gentle administrations.

Soon the world rang with stories of this heroic woman's efforts in behalf of the suffering. Poets sang her praises. Painters depicted her as the angel of the hospital, and writers and orators made the world ring with the glory of her exploits and the nobility of her character.

To the example of this splendid woman, more than anything else, we owe the origin of the trained nurse. Realizing her usefulness to-day, we wonder how the world got along before the coming of the trained nurse, and now that it has learned her great usefulness, it will never let her go.

The doctors, as we have said, showed opposition to the coming of women rivals, but not so with the trained nurses. They were quick to see her usefulness, and with both hands they welcomed her as an ally and a friend. We have to-day in connection with many of our hospitals and medi-

cal colleges, schools for the special training of nurses. The intellectual requirements are, perhaps, not so great as those for the high-school teacher, but, like the true teacher, the true nurse must have a natural aptitude for her work. A good common school education, a sympathetic heart, a keen intelligence, great self-command, where the sympathies are excited, are the requisites of the born nurse.

In this most useful field, thousands of young women are to-day not only earning a living commensurate with their work, but they are also doing a vast amount of good where such services are sorely needed.

CHAPTER III

AN ESSENTIAL TO SUCCESS

Good Health—Keeping Health—Advice—
How Health is Lost—Remember This.

If we were asked, "What is the first great requisite for fighting successfully the battle of life?" we should unhesitatingly say, HEALTH.

GOOD HEALTH

When a man is enlisted for the army, the navy, or the police force, he is examined as to his intellectual qualifications, but this examination is not very strict, for the requirements are not great. The severe examination, however, is as to the man's physical fitness for the duties he is about to assume. His height is taken, as is his weight. These, however, are not of so much importance as the measurement of his chest and the trunk, in which are contained what are called the vital organs. If a man's lung capacity does not measure up to the required average, he is at once rejected, no matter how well developed he may *be in other respects*. The require-

ment for the duties just named is not so much mere temporary strength, the power to lift a great weight, or to strike a hard blow, as the capacity for endurance, the vitality and the ability to maintain this endurance through a sound digestion and a lung capacity that insures a proper oxidation of the blood.

We do not expect all our readers to measure up to the army and navy standard as to physical fitness, yet, though it is very certain that they will not take to either of these callings, it would be better for them if they were able to stand such a physical test.

The ancients summed up the requirement, in the maxim, "a sound mind in a sound body." Without the sound body, no matter what the natural brain power may be, it is impossible that the mind should work at its best. The man or woman who starts out in life handicapped by ill-health or a constitution naturally weak, cannot expect to excel. Now this may sound discouraging, for, unfortunately, perfect health is not the rule, it is the exception. It might be thought that this incapacity is entirely due to our ancestors or to our environment, or to both. In some respects this is true, but as a matter of fact, good health and great powers of endurance are *largely* within our own control, and in so

far as they are in our own control, we are responsible for our own condition of health.

As a rule men have no more endurance, perhaps, not so much, as women, but they are naturally stronger and their method of life, particularly in the country, is more conducive to good health. The games of boys are largely played in the open. They exercise their lung power, continually, though not always pleasantly to the listener, but in doing it they are strengthening their throat and breast muscles and enlarging their capacity for oxygen. They run, they jump, play ball, row, swim, and skate, and so through their pleasures they develop their strength. It is true, girls to-day, more than in the past, indulge in outdoor sports and seek to rival their boy companions in some of them. This is all very well, but unfortunately it is not the rule.

HOW HEALTH MAY BE KEPT

In the country much more than in the city, the girl leads an outdoor life, and the result is shown in greater evidence of physical strength. The country girl requires fewer hours of sleep. She can work harder and longer, and unrestrained in her work by the garments of fashion, her body has a better chance to develop naturally.

Our educators are fast coming to see the all-importance of sound physical health. The construction of our school houses has changed completely in the last fifty years. The desks on which the children write, the backs of the seats, the ventilation, the proximity of school mates, and the need for open play-grounds are all considered now, not so much as means to intellectual improvement as to physical health, though these are so closely identified that perhaps we should not divide them.

TRAINING

Connected with all our colleges and high schools there are gymnasiums, under the control of physical directors, who examine the student on his entrance into the institution and after. They keep careful records of the character of his physical training and the development of those muscles or functions that may be naturally weak.

The trouble with most young men and women is, that in physical training, they do those things which afford them the most pleasure, because they can do them with the greatest ease, while they avoid the things which require effort. Now, it must be evident to all that where there is a physical act without effort, it is accomplished *through* developed and trained muscles,

while the act that requires great effort, and perhaps pain, is performed by muscles that have not been developed. It stands to reason, therefore, that it is the unpleasant acts that should be persisted in until the developed muscles make the act a pleasure and it becomes as natural and easy as the efforts to which one was first inclined.

ON ADVICE

Where it can be done, we should advise every girl to counsel with her doctor, no matter how assured she may be of her own health, and learn from him the best way to develop her body so as to retain health at its highest.

We have all seen the thin-faced, round-shouldered little girl of twelve, wearing spectacles perhaps, and with a great pile of books under her arm for home study, going from school after a hard day's work. The bright eyes, the sensitive mouth, the broad forehead, all indicate intelligence and mental ambition. But to the sympathetic observer such a child is always a sad sight. What will avail all her intellectual acquirements within a few years? Already we see the death angel's hand reaching towards her. She can never reach the age of womanhood, or if she does, it will be to face the dreary years *inevitable to the shattered system*. Now,

if that child were under proper control, her books would be cast aside. She would be taken from the enervating air of the tenement and the ceaseless noise of the streets, and made to run wild in the woods and fields till her face and form filled out and the flush of health came to her thin pale cheeks. Of course, this is not possible in all cases, but it is in many we know of, and where it can be done it is surely best to do it, for such a child is too valuable an acquisition to be lost without an effort. What if one, or two, or three years are spent in gaining this health? The child, with her natural endowments, will soon recover the time lost from school, and the rapidity of her mental advancement will be far greater than if she had not been subjected to the wholesome course which we have advised.

HOW HEALTH IS LOST

Up to a certain age, say 45, more women than men die. (This is, no doubt, due to the cares of maternity and the fact that women lead their lives more indoors. After the age named, we find women increasingly in the majority until the oldest years. It is a curious fact that the majority of those who live to a century are women, and that these have spent their lives *in the country*, usually at hard work. We

are not speaking of centenarians, but of the women who can live to the allotted age and retain health during that period.

The men most opposed to the advancement of woman sneeringly point out the fact that she is a slave of fashion and never can become her own master. Some one in London or Paris, or some other center of fashion, proclaims a head covering of a certain form and of certain material as the requisite for women who are abreast of the times. At once, and without regard to age, condition or the ability to afford this head covering which may be very becoming or absurdly grotesque, she buys it and wears it.

But there is another garment worn by the women of civilized lands, which we are assured by doctors has had a more detrimental effect on her health and on the health of her offspring, than all other fashions combined, not excepting the high heel and narrow shoe. This is the corset. The finest types of the female form are shown in the statuary of the Greek goddesses. There is in these beautiful creations no evidence of constraint. The spider waist is lacking, but the development is rounded, complete and harmonious.

The wearing of an article to make the waist small might not be censured, if the *result desired* could be accomplished with-

out injury to health. Unfortunately this cannot be done. Within the embrace of this article are all the vital organs, including the two essential to every minute of health—the heart and the lungs.

We laugh pityingly at the Chinese who place the feet of their infant female children in moulds and keep them there till maturity. The writer of this article has travelled through China and has noted with sorrow the limping forms of girls who otherwise might be graceful and even beautiful. But these Chinese women, thus hampered, may live to an old age, and many of them do, because the foot is not a vital organ, and the body in which is performed the essential functions of life, is clad in warm unrestraining garments. We are glad to see to-day in many of our colleges and in many of our families where good common sense is the rule, that mothers are permitting their girls to develop into womanhood without any constraining apparatus. More than this, we have learned, from original sources, that women themselves are coming to see that they can be quite as beautiful and attractive without these restraints, while at the same time they are keeping the vital organs in a healthful condition.

CHAPTER IV

WOMEN WHO MUST WORK

Farmers' Wives and Daughters—The Professional Man's Family—Alone in the World.

All the world knows that women are often thrown on their own resources, and in the United States quite as much as in any other country of which we have any knowledge. It has been our boast that this is the land of opportunity, and that the opportunities are open not only to the native-born citizen but to the immigrant from all over the world who is admitted within our borders. If we are so ready to give these opportunities to the stranger who may become a citizen, surely they should be equally available for those born within our gates.

It is estimated that three-quarters of the wealth of the United States is owned by less than 200,000 people. This number is so small, as compared with the total 90,000,000 of population, as shown by the present census, as to be almost negligible. The conclusion must be that our popula-

tion is practically self-dependent, that is, every man and woman, capable of doing so, must perform some kind of work, in order to sustain life and perform its duties.

Now, from the earliest period of which we have any record we learn with some accuracy about the callings that have been open to men, indeed men, until a century ago, it is said, monopolized all the bread-winning vocations, and women were their dependents.

But there has been a new Declaration of Independence quite as important to our country and to the world as that made one hundred and thirty-four years ago in the great council at Philadelphia, that is the Declaration of Woman's Independence. This does not mean independence to act for herself without regard to the rights of her associate brother man, but freedom to fight her own life battle with every given faculty she possesses.

Thanks to the spread of our common and technical schools, girls are being trained to be self-supporting, and are being made quite as efficient in this work as their brothers; still they are hampered by many restraints; still there are prejudices to be overcome, and they have not as yet a full and equal show in the struggle for existence.

FARMERS' WIVES AND DAUGHTERS.

The farmer's wife and daughters left dependent on themselves are, perhaps, better qualified to win than their sisters, in equal dependence, in the cities. As a rule, all have had a common school education, but far more valuable than this is the higher education and the knowledge of work on the farm. We need not remind the reader that education is not simply a matter of books. Education is not only the training of the brain, it should include the training of the hand and of the heart. The average farmer's wife and daughters are often called on to help in the field, and if they do not perform this kind of work, they surely know how it should be done. They are weather wise, and know the needs of the seasons; the seed time and the harvest. They are inured to hard work. They know the value of money. They are acquainted with the source of income. They not only know how the crops have been garnered through hard work, but how they are sold, and where the money goes that comes into the possession of the head of the family.

Women of this kind, thrown on their own resources by the death or long illness of the head of the house, know what to do, and they usually do it with vigor and in-

telligence. There have been women who have held the plough, felled the timber, and erected the building, but it must be confessed these branches of farm work might be better performed by the hired, unskilled labor.

A majority of the country school teachers and many of those in our large cities are farmers' daughters, and these have always been found ready to help the mother and children at home, when payment of the mortgage had to be met, the doctor's bills paid, or other monetary obligations fulfilled.

As the farmer's boy has risen to the highest positions of trust in our great cities, so the farmer's daughter has succeeded in the places she has created, or in which she found employment.

This class of women is certainly the best qualified of any in the country to face the life struggle.

THE PROFESSIONAL MAN'S WIFE AND DAUGHTERS

The ministry, medicine, and law are known as the "learned professions." These callings require a long training and much ability, but even the men possessing these qualifications do not all win, or at least they do not succeed in accumulating

ing wealth, which, unfortunately, in our country is regarded as a synonym for success. The failure to win wealth is not necessarily due to a lack of ability or industry, but to the character and circumstances over which the professional man has little or no control. If such men succeed in giving their children a good education, either along the line of their own or any other profession, they have certainly done all required of them by the demands of duty or parental love.

The sons of the professional men, if not thoroughly trained for a life calling, can, and usually do, find some vocation in which they can win a living, even if they do not achieve great success. But it is not so with the daughters.

The professional man's wife, if she have grown up children, has spent too much of her life in the training of her children and in her domestic duties, to be fitted for a long and intelligent struggle, when the death of her husband leaves her without means of support. In such a case the mother must look to her sons and daughters, and it is the latter whom we have now in mind.

If the parents were sensible, and such parents usually are, the daughters have been equipped through special training as teachers, trained nurses, or skilled in hand-

icrafts to win their own way. Too often this is not the case.

The young girl with a good general education and some little accomplishments, in the way of singing, drawing and music, when called on to make her own way in life, and perhaps to help another, finds herself like one thrown into the water—blind and without power to swim. Then she looks about, and feeling herself a burden instead of being a help, she appealingly asks: "What can I do?"

It is for such young women as these that we are now writing, and we hope by the time such an one has read through these pages, she may catch a gleam of light leading upwards, and see the words: "You are not helpless, keep a brave heart. This is the way!"

THE GIRL ALONE IN THE WORLD

The daughter of the laborer, whether skilled or unskilled, is usually trained to self-reliance. While a child she had to care for her younger brothers and sisters, and to help with the family work. She received a common school education, and if her parents had forethought, which all parents have not, she has been trained for some vocation. If need be, she can fill *the position of servant*. We regret that

this name, which should be honorable, is so objectionable to many of our American girls. She can work in a store. She can acquire stenography and typewriting, if she has not already learned these useful branches, and in many other ways she can turn her hand to the work and do it bravely and well if she be so minded.

There is, however, one girl more to be pitied, because more helpless than any of those to whom we have referred; that is the girl who finds herself alone in the world. You will say, perhaps, that there are not many such, that no girl can be left wholly relationless and friendless, yet be assured that there are many such, and it is to this class which we now turn with much sympathy, and which we are anxious to help. We are assuming that such a girl possesses good health and fair intelligence. With these possessions she may be sure of success and sure of help, if she but apply to any one of the many who are willing to extend to her a helping hand.

We would advise such a girl to read these pages carefully, prayerfully and hopefully. In this land of great opportunities there is always a place for the one who is willing to do honest, faithful work for a fair compensation. The hardest thing in this life is for a girl to find a po-

sition she likes, at a salary fixed by herself. She must begin the struggle for personal independence with a high respect for the dignity of every form of honest labor. She must not permit her false pride to turn her from the first opportunity that comes to her hand. She must remember that it is not the character of the work, but the character of the worker that makes for dignity and nobility.

But while taking the humblest position, she should not let her ambition rust or sleep. For her as well as for the young men, there is a future with the promise of a more congenial work at a greater compensation. Her motto should be: "Do well whatever thy hand findeth to do," and feeling a pride in this, her hand will presently find a higher calling.

The constant cry from the young women, to whom we have just referred, has been, "What shall I do?" They look about them appealingly and feel that in the darkened sky there is not one ray of hope. To such an inquiry the answer must ever be, "What can you do?"

The young woman, hitherto so proud of her own accomplishments, may look over the inventory of her attainments, and with a saddened heart feel that she can do nothing well, at least, not well enough to enter *into* competition with the trained world,

but so long as she has health, strength, and the desire to win, she may press forward, assured that opportunities will open at every step, and success will attend her efforts, if she but do her work faithfully and well.

CHAPTER V

WHAT TO DO

What Can You Best Do?—Preparation—
Do Your Best—Intellectual Work—
Socialization.

We would not throw a damper over the ambitious dreams of the young, we would encourage them. The young girl, who has reached the age of womanhood, and has not nourished ambitious dreams for the future, is surely lacking in the imagination so essential to every well-rounded character. We call these dreams of youth "air castles," and they may be, but we would not discourage things so harmless and pleasant. We never achieve our ideals, yet it is well to have ideals. It is well to set some standard, which though it may never be reached, usually serves as a guide to the upward and onward movement so essential in the development of character.

It is well that the young girl should *think* of her natural vocation, which is *that of* wife and mother, but nothing that

we may here say need at all interfere with these proper aspirations, indeed, we would encourage them by better fitting her for the performance of their duties.

When we cannot have things as we would like them, we must accept them as they are. If we cannot live in castles, and be attended by knights, we can at least live bravely in the humbler homes built by our own hands, and maintained by our own efforts.

WHAT CAN YOU BEST DO?

The wisest of all the ancient philosophers, Aristotle, often repeated to his scholars the maxim: "Know thyself." A great English poet, Pope, wrote these lines:

"Attempt not God to scan,
The proper study of mankind is man."

It is a curious fact that while we eat, wear clothes, sleep, study, love, and perhaps hate, all in ourselves, yet very few of us know ourselves. We know our neighbors. We can tell their ages, their appearance, their manners, the clothes they wear, and their character, in which we may, or may not, be correct. We think *we know all* about our neighbors' children

and about their associates; perhaps we do know a great deal, but what do we know about ourselves? "Why," you will say, "we ought to know everything," but I ask, "Do you know anything?" Of course, you know your own age, you know that you are young, you are pretty sure to think you are good looking if not beautiful, you have a high estimate of your own culture and abilities; and perhaps this estimate is well founded; but the chances are, it is not. Outside of this information, which may or may not be correct, what do you actually know about yourself? What can you do? What can you best do? Now, in asking this question, we do not inquire what would you best like to do? As a rule, young people would like to do the things for which they are least qualified.

PREPARATION

Unfortunately, parents do not show sufficient interest in the school training of their children. Children, as a rule, are always most efficient in those branches which are easiest to study, like reading, history or descriptive geography, while they are wholly deficient in that essential thing, arithmetic.

The word education does not mean a *cramming* and stuffing in of knowledge, it

means rather the development of every natural aptitude. It means a drawing out. To draw out, requires effort. We can never develop without effort, and surely those lessons, acquired without effort, can have little or no true educational value.

If the child through proper encouragement were made to study hard and carefully the objectionable lessons, she would come to like them after a time, and then, while developing character, she would be acquiring the same ease with which she studied the lessons which she liked.

But it is not alone in the schools that this character building is done. Every girl who reads these words has been forming, can form, and must continue to form, her own character. We are considering, of course, not simply the development of the intellect and the body, but how the training of these can best subserve the purpose of existence.

In this study of yourself, remember, that it is not the thing which you like best, that you must do, unless, indeed, that thing should be presented to you in an attractive form; but the things that you do not like to do if they come as a matter of necessity. It is surprising how soon we can overcome this kind of prejudice, if we but make up our minds to do the work and do it well, *and the work that should be under-*

taken, that must be undertaken, is the work that we find nearest to our hand.

DO YOUR BEST

We mentioned household work in this chapter, or to put it plainly, the work of a servant girl. It is natural to object to the word "servant," as ordinarily used. We imagine it means inferiority, that the very word implies a certain sort of degradation; but if we consider it fairly, we will find that it has not such significance.

There is no man in the world, no matter how high his station, who is not the servant of somebody. The President of the United States speaks of himself as "the servant of the people," and such he certainly is, for it is by their command that he occupies his exalted position, and their esteem must always be measured by the manner in which he does his duty. The judge, sitting on the bench, is a servant of justice and of law. He cannot decide according to his own whims. He is bound and controlled by certain rules and precedents of his profession, and any deviation from the right course would bring on him the righteous indignation of the people who placed him in office, and whose servant he is.

The merchants, who supply our physical

needs, are quite as much our servants as the girl who waits upon our table, or makes our bed. The school teacher, occupying her place through the consent and approval of the public, is quite as much a servant, quite as much bound by well-defined duties, as the man whom we hire to drive the reaper, or to handle the axe.

The word servant, after all, is simply relative. Every man and every woman, who works, is a servant of some other body of men or women, who, in their turn, are the servants of somebody else. But it is not a question of names, it is a question of duty, and of the will to do it. See that you do your best, regardless of the character of the work, and, depend upon it, success will accompany your efforts, and you will win the regard and respect of all who know you.

SPECIALIZATION

This is a day of specialization. The people, who win most largely, are not those who can do many things fairly well, but those who can do one thing better than anyone else, that is, better than those who are not specialists.

A good definition of intellectual training is "know something about everything, and *everything* about something."

In looking about for a life calling, ask yourself this question: "What can I do best, what do I know most about?" It may take some time before you can answer this question satisfactorily to yourself. It may be that you think you know a great many things, and all things pretty well. If you are in this unfortunate position, be assured that you do not know so many things, and that you know no one thing better than somebody else knows it, or that you can do some one thing better than anyone else can do it. We have accomplished a great deal when we learn not only our own possibilities, but also our own limitations. Keep in mind here that your question must not be "What would you best like to do; but what you are best qualified to do," which may be an entirely different matter. Have you skill in millinery? Have you an aptitude for the work? If you have these qualifications, and you are forced to earn money, then we should by all means advise you to take up the millinery business. But if you have not the requisite skill, no matter how anxious you may be to do the work, turn to something else, or you will surely be a failure. If you have an aptitude for teaching, and love the work, then by all means qualify yourself for the position of teacher, if you have not already done so. *The happiest people in this life, without*

regard to wealth or position, are those who find pleasure in their work no matter what its compensation may be. If you are fond of books—not of novels, mark you—but of books as a vocation, and have a good memory for names and dates, then we would advise you to qualify yourself for the position of librarian, to which reference will be made more fully in a subsequent chapter.

But no matter the calling, enter it, after your mind is once made up, with the determination to succeed, and having done this, let no obstacles or discouragements, whatever may be their form, deter you from your purpose, and be assured no small measure of success will follow your efforts.

CHAPTER VI

WHAT MAY BE DONE

Home Work—A Baby Shop—How She Succeeded—A Growing Business—She Won.

It is generally supposed that a city offers greater opportunities for youths seeking employment than does the country. This is true, in that there are more people in the city, more factories, more schools, and more places of employment, but in proportion to the population, it is doubtful if the city gives better chance for employment than does the country. At the same time, it can be truthfully said, that while the opportunities in the city may be greater, the expenses of life there are higher, and the conditions of healthful enjoyment are not nearly so good as they are in the country. Let us first consider what a girl, who depends on her own resources, can do in the country. Of course, to a girl of limited education the field is not very large, nor are the ambitions of such a young person

very high. There is always open to her, however, service among people with whom she is acquainted, work that she knows how to do and for which she will be fairly compensated. In addition to this, she is sure to be warmly housed, well fed, and to have all her physical needs supplied. The chances are that such a girl will in time marry a man in her own position, and if she and he have in them the right stuff, they will in time become farmers or store-keepers, and employers of labor themselves.

Of this large class of workers, it is not necessary to speak in detail here. From their ranks have come many of our most successful citizens. Their sons and daughters may occupy the highest places in the land, for in America we pride ourselves, not on the social position of our ancestors so much as on their sterling qualities.

HOME WORK

There are a great many girls in the country whose parents are living, but who still feel that they have time for other work than that which they find at hand about the home. They are, perhaps, not in the condition, and may not have the training to teach school, but there may be opportunities for them there in their own neighborhood. The question then comes up,

“What can they do without leaving home? How can they get work that will not be disagreeable, while it will afford them some compensation for their efforts?”

The trolley-car and the Rural Free Delivery are fast extending the limits of the city and bringing its advantages within the reach of the farmer. Where formerly the tiller of the soil had to go many miles for his mail, and consequently got it very seldom, now, in the settled parts of the country, the mail is delivered every day at the farmer's gate, and his letters are taken away. The trolley, too, has brought the railroad to his doors, so that he can go to town cheaply, or he can have his farm products sent to market every day, where formerly he had to wait for a week or a month.

Many of our large clothing establishments, that make a specialty of garments for men and women, have a great part of their work done in the country. This is accomplished through agents, who bring to the nearest village, if not to the farm itself, garments already cut, and for the sewing of which they pay at fixed rates. These rates are not so high as those they would have to pay in the city, else they would not send the work to the country. But it has this advantage for the country *girl*: while working at a lower rate, her

expenses for maintenance are very much less, and she is doing the work under conditions quite impossible to the girl in our crowded cities. She is living in her own home; she is surrounded by her loved ones; she can take up the work at any time her household duties are over, she can give to it all her spare time, and in this way, without any expense of travel or change of abode, she can add materially to her income. In this way, many girls are saving money for the study of some art or calling on which their hearts are set.

In addition to work secured in this manner through agents or representatives of clothing firms in the cities, girls can and do earn money by becoming the agents of publishing houses like *The Christian Herald*, or many others which we might name. These publishers of books and periodicals, once the character of the representative is established, will give the agency, for a fixed district, to any bright young woman willing to take it. By soliciting subscribers to these books or periodicals, they can earn a commission for each subscriber gained, or each book sold. Books are continually being issued, and periodicals are published all the time. But old subscribers can be renewed, and new ones gained, and the field of effort can be extended, so that if the agent shows skill and

capacity she may, in time, become a general agent and earn a much larger salary in a more responsible position.

Then many of the stores in the city have neckties, scarfs and other light wear made by the piece or dozen in the country. There are agencies that supply this work, paying the express charges both ways, and enabling the worker to get a fair, if not a large compensation. The work, however, as with the clothing makers, can be done at home and in the time not taken up with household or other pressing duties. If the compensation is not large the work has an educational value in that it tends to cultivate the essential habits of thrift and industry.

In addition to these hints of home employment in the country, we may add that there is a great deal of plain sewing sent out from the city to the suburbs. This consists largely of the making and the sewing of underwear, sheets, pillow slips, and other articles not requiring great skill.

In addition to the opportunities offered to the girl in the country we should mention the making of preserves, marmalades, fruit syrups and pickles. This work, as you know, is now largely done in the factories, and the product of these establishments is to be found on the shelves of every grocery store in the country. Such articles

do not command as high a price as those of home manufacture.

The girl skilled in the work referred to, can readily find a market for such things, not in the stores or through middlemen, but by direct sale to the consumers themselves.

A BABY SHOP

Our attention was recently called to the case of a woman living in a small village of one of our central states who decided to start what she called a "baby shop." She was married and her husband was employed during the day and did not come home to lunch; her three children were old enough to go to school. This lady had a front room on the first floor, known as the living room, which she felt she could spare and perhaps utilize in a way that would add to the family income.

This lady was not in want, but as her girls were growing up she was anxious for them to learn music and French which were not taught in the public schools of her town, and she could not very well meet this added expense without some new source of income, so she at once looked about to find it.

She began by taking in some fine needlework, always on children's clothes. One set of these was so satisfactory that the

woman who ordered it told her if she made some more she would try to sell them for her.

This was done and two sets of articles were sold and another begun.

This lady went on making children's clothing until she had gathered what she considered a large number of customers from her immediate neighborhood. Then it dawned upon her that it might be a good thing to start a baby shop as there was none in the village or in any other place that she knew of.

The front room would be just the place for this shop. It was close to the street, and she could make the windows attractive in an advertising way. She began by buying white goods by the bolt which she cut and converted into simple serviceable articles such as came within the reach of nearly every purse, and such as every young mother would need.

This lady was determined from the first that the goods should be of the best quality considering the price, and that the work itself should be up to the highest standard.

She had her room fitted up with a nice little counter and an array of shelves, and she also provided comfortable chairs for her customers and two baby chairs for her customers' little ones if they should be *brought* along, as they often were.

HOW SHE SUCCEEDED

This second phase of the work succeeded so well that soon this woman in the hours between nine in the morning and four in the afternoon, giving herself an hour for lunch with the children, was making twenty dollars a month clear, which was most welcome to the income of the family.

HOW THE BUSINESS GREW

The first outlay in establishing this shop, including the furniture and stock of goods needed, amounted to just fifteen dollars.

The new undertaking went on so successfully that this enterprising woman decided to go to a near-by city in order to see about buying, hereafter, at wholesale such goods as she might need.

While in the city her attention was attracted for the first time to a store that made a specialty of five and ten cent articles. The place was called the "Ten Cent Store," and it was crowded with purchasers whenever the visitor from the country looked in.

This cheap establishment gave her the idea of supplying her own little store with a number of these articles. She laid in a supply of five and ten cent articles to the amount of ten dollars, and not at all certain of the new venture, took them home and displayed them on her shelves and counter.

The news of a new purchase soon spread through the village and soon her little store was as much crowded in this way as the large one in the city. Five and ten cent articles went off, to use her own words like "hot cakes."

Within a week she had sold out every article of these new purchases, and had to send to the city another order for forty dollars' worth.

Her customers were not only the young mothers of her neighborhood but also the school children, and many men came in to see. This shows how wisely she had made her purchases, and how well she understood her possible customers.

Of course, the profit on each of these small articles was small, a small fraction of a cent in some cases, yet taking them all a whole her profits in the store were almost double from the start.

HOW THE BUSINESS GREW

Soon there was a demand at the little shop for cards and stationery of a better quality than could be had at a country store, this was particularly the case in the summer time when boarders came from the city.

This enterprising woman added a supply of good but not expensive stationery to her stock.

Soon there began to come to the little store neighbors who had made lacework, crocheting and other fancy work which they were anxious to dispose of. The enterprising shopkeeper said she would try to sell these articles on commission. In her visits to the city, which were now frequent, she spoke with the manager of a large store, who made a specialty of ornamental needlework, and he said he would inspect the goods if she sent them to him. She did this, labeling each article with the name and the price which she set on it and which she knew to be much less than the retail price of such articles in the city. The town merchant was pleased. He took the whole supply and ordered more.

Soon there was a great demand for this kind of work and every young woman in the neighborhood of the little shop, who had time, was at once making goods for the city merchant, and selling them through this enterprising agent, their neighbor.

Now this, for itself, proves how, under unpromising circumstances, a little business can be made to grow into a large one provided, always, that the right person has charge of it. In this case the right person proved to be a woman who began with no experience and ended by becoming a trained merchant.

CHAPTER VII

EXCHANGES AND AGENCIES

How to Find Exchanges—Employment Agencies—What Applicants Should Know—What is a Menial?—A Contrast—Opportunities.

There are in most of our large cities and in many of our towns, what are known as exchanges for women's work. This, of course, does not mean household work but the products made in the home without any definite idea of a market, such as we have mentioned in a previous chapter. This work might be taken to the stores in the village, town, or city, and be there placed on sale, if the proprietors thought it worth while. But a more convenient way, at least it is so thought by many, is to send the articles to the exchange. These exchanges will receive the work on commission, provided always that the woman desiring to sell the product of her labor, pays an entrance fee, which is \$2.00 in most places.

Now, women who have to sell their work

in this way, in the hope of getting money to keep the wolf of want from the door, are not very often in the position to pay the \$2.00. Indeed, they may not have one-half the sum at their command. However, the entrance fee is actually essential.

We have asked some of the good ladies who helped to organize or are now managing these exchanges, why it is that women without money cannot place their work on sale and have whatever expenses may be necessary, including the commission, deducted after the sale is made? The reply invariably has been: "If we permitted every woman, desiring to sell her wares, to dump them down in our exchanges, we should soon have to enlarge our stores and pack our shelves and our counters with great masses of unsalable articles. To keep track of these we must largely increase our force, and so, in our zeal to help all, we should fail in our ability to help any."

HOW TO REACH EXCHANGES

Women living in the country or in small towns, and desiring to communicate with the exchanges in the neighboring cities, can easily find a directory of the city in one of the stores or at the Post Office in their *neighborhood*. From this they can get the

names of the ladies in charge of the exchanges, and write to them directly for information. Let me remind you here that in writing in this case, or in any other where you are asking a favor, you should always enclose a stamp for the reply, or better still two stamps, one to be for the return letter, if there be one, and the other for any printed matter that may be sent you.

The exchanges publish in sheet or pamphlet form, their rules and regulations and it would be well if you desire to work for them, to secure a copy of these in advance.

If the directory should not have the address of the secretary of the nearest exchange, or of any exchange with which you may wish to communicate, a letter addressed to the "President of the Women's Exchange," will be sure to reach her.

While we do not wish to underestimate the great good done by these exchanges nor the high character of the ladies who organized, and who now manage them yet, we must confess that to the average woman or girl, anxious to secure immediate compensation for her work, they do not offer the best field.

Many ladies not in immediate want of money and with ample leisure to manufacture dainty or useful articles, take them

to these places and there exchange them for other articles of which they are more in need, thus carrying out literally the meaning of the word "exchange."

Girls who can make anything worth while, that is something that is needed, can always find a market in the large retail stores. We know of an invalid woman who had a rare knack for making rag dolls. She made little papooses, little pickaninnies, little Chinese babies, and, of course, rag dolls representing babies of her own race. It was not only the fact that she differentiated all these dolls into their respective races, but, with a few touches of water color, she made the features laughing or crying, in a way that was irresistibly droll, and always took the fancy of the little ones. She began in a small way, selling her dolls at first for twenty-five cents; now she frequently has a demand for dolls varying in price from \$3.00 to \$5.00, depending of course, on the skill and material expended in their make-up. It may be well to add that this woman, who has made this specialty her own, began, unsuccessfully, by sending her dolls to the exchanges.

EMPLOYMENT AGENCIES

There are in all our large cities and towns *regularly* licensed offices known as

"employment agencies," or "employment bureaus." Many of these are entirely reputable and carry out the purpose of their organization, which is on the one hand to secure places for the people out of work, and, on the other, to secure help for those needing the services of special workers. There are agencies wholly devoted to the employment of girls for household work; other agencies for securing places for teachers in private schools; still others for seamstresses, clerks, stenographers, and special workers of all kinds. It is unnecessary to add that these bureaus are not devoted exclusively to securing places for women. Nearly every trade or calling, from the unskilled laboring man to the trained mechanic, can find in our cities a bureau or agency where he can register and through which he may find employment.

These agencies are maintained in two ways, first by a registration fee on the part of the applicant for a place, and second, by the payment of a fee by the employer. Very often the fee from the applicant for a place is not paid until the end of the first month of employment. This enables those without any money to register at once. In some cases, it is the employer and not the employee who pays the whole fee; while in others it is divided between both.

WHAT APPLICANTS SHOULD KNOW

In registering at an agency, the applicant for a place must come knowing exactly what she wants—mark you, this is not what she might like, but what she can best do.

The manager of one of these agencies, with whom we have spoken on this subject, said: "The trained cook, chambermaid, seamstress, or secretary, never has long to wait for a place. These young women come here knowing exactly what they want. They have recommendations from their last employer, they are usually bright, quick, alert, and, with the ease of address that comes of confidence in themselves, and the certainty in their ability to do the work for which they ask to be engaged. But a majority of the young women, who register in this office, are untrained. They are not qualified for any position. They may understand housework in a general way, and they may have a fairly good education and belong to what we call "a good family." These young women probably know more about house-keeping than they do about anything else, and the good education, that is training, fitness, exists only in their own imaginations. Such young women want to be ladies' companions, secretaries, readers for

invalids, or employed in some calling that is not regarded by them as menial. I need not tell you that we rarely find places for such applicants as these."

WHAT IS A MENIAL?

As we said in a former chapter, the word "servant" instead of being regarded as a symbol of inferiority, ought to be looked up to with respect, for every man and woman is in some way a servant of every other man and woman, or at least he or she should be; and we are all servants and children of the one great Father and Master.

We could wish that the word "menial" were wiped out of our American list of words. It has worked great harm. It is working great harm, and it will continue to do so, until the truly independent and the really enlightened come to appreciate the true dignity of labor.

It is the fear of being thought "menial" that sends tens of thousands of girls into our stores as "salesladies."

Now, mark you, we would not for a second have you think that we do not regard the saleswoman's position as entirely honorable, as it surely is necessary. But let us for an instant compare its advantage with those of positions which are thought *to be menial*. A girl in a store has to dress

well, that is, she must have a neat appearance and no matter how simple her attire, its original cost and its maintenance amount to a good deal in the course of the year. Again, the girl in the store is usually on her feet from half past eight in the morning, with from a half hour to an hour off at noon, till five or six o'clock at night, and in the very busy seasons she frequently has to work until near midnight. The fact that she is pretty sure to wear high heel shoes and that her body is otherwise constrained, certainly does not tend to improve her health. She eats a hurried lunch at the noon hour, and unless she brings it from her own home, it is not apt to be of the nourishing kind. When at length she is permitted to go to the little room which perhaps she shares with another, she is completely fagged out. She eats her dinner at a cheap restaurant and takes her breakfast in the same way. She must be up to prepare for the day's work by seven o'clock in the morning, and she usually rises exhausted, for the chances are, unless she has the advantages of a good home to which she is contributing, she will have spent the previous evening till nearly midnight, at some place of amusement, which no matter how innocent, is certainly not productive of good health.

When we take into consideration that

this girl receives on an average five dollars a week or at most six, no one will say that her position is to be envied. And then she ages very fast under these trying conditions, and unless she has won, through sheer energy and ability, a place of command in the store, she is usually forced out by younger competitors by the time she is thirty-five, a period when every healthy woman should be in the prime of her physical existence and in the full possession of all those things that make for life enjoyment.

A CONTRAST

Contrast this with the position of the girl whom the shop girl might call a *menial*, or, to use their own language, a "potslinger." In the old New England days, the word "servant" was applied only to the black workers who were at that time slaves. When the farmers' daughters, or mechanics' daughters went out to work for a neighbor they were called "help," or "hire help." Does changing the name in any way affect the dignity of a calling? "It rose by any other name would smell as sweet." Such a girl in New England, as it was so all over the country, was really one of the family, and in every American family to-day, where the spirit of our forefathers prevails, the man or woman who

comes in as a help or a servant is still regarded as one of the family. If he or she be taken ill, they receive just the same attention as if the head of the house were stricken. These helpers eat of the same food, though they may not always eat at the same table. Speaking about eating at the same table; many American girls object to this feature, when they are asked to take domestic service. They say: "I will not work any place where I cannot eat with the family! I am just as good as they are!" Now, it isn't a question of goodness. As a matter of fact, the helper, so far as intellect, and physical power are concerned, may be better than the employer, and the mere fact of eating with her would not place them on an equality, if the conditions were reversed.

Most families keep but one servant. She must do the cooking; she must wait on table, and she cannot do the latter properly, if she is continually rising from her seat to go out to the kitchen where the next course is being cooked, or to which soiled dishes must be taken and from which clean ones must be brought back. Someone must be doing this work continually, and who should do it but the person employed for that purpose?

If there were no help in the house, then the woman, the mother, must do it herself,

and surely such a mother feels no sense of degradation in tending to her own household duties; why then, should the woman employed for such work feel that there is humiliation connected with it?

OPPORTUNITIES

There are countless opportunities, as we shall endeavor to point out further on these pages, open to every man and woman who is willing to work, provided always that he or she faces life's problems in a brave way and without any of that false pride which always distinguishes the snobbish character.

CHAPTER VIII

OTHER MONEY-MAKING SOURCES

Teach Cooking—The Care of Children— A Case in Point—Creating Work.

It is curious how even the wisest of us is influenced by a name. As has been shown in a previous chapter, most women object to the word "servant," or "menial." In the same way, most women, indeed all women, believe that a greater dignity attaches to the word "teacher." A cook these people will regard as a menial, but a teacher of cooking is an entirely different kind of personage. The word "teaching" here constitutes all the difference, for it certainly does not lie in the work. The teacher, as the very name implies, must be able to do everything she teaches, and do it better than can her pupils. She is in fact a good cook who understands her business, and who has learned it in order to apply it in daily life. She could go into the kitchen, and no doubt often did so before she became a teacher, and prepare a

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meal without losing one speck of the dignity that came to her when her greater knowledge of the kitchen qualified her to become a teacher.

TEACHING COOKING

If a young woman has the means and can afford the time, and in addition has an aptitude for this most essential of all callings, cooking, we should advise her to learn the art. A famous poet has said:

“We may live without art, we may live
without books,
But civilized man cannot live without
cooks.”

Many of our public schools, particularly in the cities, now give special lessons in cooking. It is regarded by the authorities as an essential part of every woman's education. We incline to the belief that it should also be a part of every man's training.

There is no reason why, if you have any aptitude for the work, you should not become a teacher of cooking and domestic science. If you undertake the work in earnest, there is no reason why you should *not* be qualified within one year and be

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able to go out, form classes, and while making a competency yourself, instruct your sisters in this most neglected, yet most essential of all the arts. We speak lightly about women being good cooks, as a matter of fact there are very few good cooks, outside of those who have been properly trained. The frying pan and the salaratus biscuit are still too much in evidence in our farm and other kitchens, where they do more to breed dyspepsia than all other causes combined, including fast eating.

The woman who teaches cooking is in a way a missionary, and she should feel the importance, if not the dignity, of her position. If she has graduated at one of the schools where domestic science is regularly taught, and holds a diploma, she should find no difficulty in obtaining work at from \$500 to \$1200 a year, depending altogether on her knowledge of the art and her ability to communicate it to others.

In seeking for a place in which to teach cooking, you may apply to the superintendent of schools in your own district, who if he cannot find you a place, will no doubt be able to refer you to some place where you can secure employment.

Bear in mind, that after you have received your diploma and are qualified to cook or to teach, you must not regard yourself as having achieved everything

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possible of accomplishment. If you consult any of our libraries, you will be surprised to find the great number of books devoted to cooking, to food, to the chemistry of foods, and a hundred and one related subjects, each of which you should endeavor, to the best of your ability, to master. Every added item of practical information must be to you so much capital, to be used for advancement in your profession, which means also an increase of your income.

THE CARE OF CHILDREN

We once heard a pretty girl say, with an assumption of superiority: "No, I am not a servant; I am a nursery maid." Very well, to be a good nursery maid means much. The nursery maid need not necessarily be pretty, but she should be wholesome, cheery, patient, intelligent, and above all, sympathetic.

Being brought much into contact with young children, she is, in no unimportant way, an educator. The little ones brought into constant contact with her, seeing her more, perhaps, than they do their mother, are influenced by her words and bearing, influenced in a way that must tell upon their plastic natures and so on their characters and education. No woman, and *there are very few such*, who does not love

OTHER MONEY-MAKING SOURCES 63

children for their own sake, should ever undertake the position of nursery maid, nor of nursery governess. Every girl, particularly where there have been little brothers and sisters in the family, has received some home training that qualifies her for this important position.

We have known many young women of good family and more than ordinary education, but with exceptional sense, who have preferred to take the position of nursery maid, rather than act as saleswoman in a store, or to take any of the many positions open to them in a factory. They went to this work without any thought that the woman employing them was superior to them, or that they were in any way inferior to her. They thought only of the work, of their fitness for it, and of course, of the compensation. Frequently these young women have had to help dependent mothers or brothers and sisters, and they have done it patiently and well. Where they have not been burdened with these sacred duties, many of them have saved their earnings in order to maintain themselves at some school or college, in which they could learn a special art, and this not so much because of the greater dignity of the prospective work, as because of the greater compensation to be derived from the new accomplishment.

A CASE IN POINT

We have in mind a girl whose father was a country physician. She received the best education to be had in the little town in which she was born. She was regarded as among the best in the intelligent, social circles of the town. Suddenly her father died, and it was found that his estate was so small as to leave practically nothing after the funeral expenses were paid.

The mother was an invalid, and there was a younger brother, whom an uncle agreed to take charge of and educate. The girl thus thrown on her own resources, did not sit down, fold her hands, and give way to despair. It was the summer time, and near the town lived a man with a large estate, on which his family spent their summers. The girl applied to this man, whom she knew, for a position. He told her he had nothing to give, but generously offered her money. This she refused, whereupon he took her in to consult with his wife. After some deliberation, the lady was reminded that her children needed a companion, that is, a nursery maid. She mentioned the compensation, which was not large, and the doctor's daughter immediately accepted the position and entered on her duties.

The young lady did not ask to eat with the family or go into the drawing-room and play the piano when they had company. She confined herself to the nursery and her little charges and did the full measure of her duty.

Now, it so chanced that in passing through the pantry one day, she saw the butler cleaning the silver, and to her mind he was doing it in a clumsy, ineffective way. With the kindly manner of a born lady, she instructed the butler in an art which she had acquired from her father. While she was doing this work, her lady employer chanced to pass by, and stopped to watch the lesson.

The silver that appeared on the table that evening was brighter than the lady had ever known it to be before, and so, without hurting the dignity of the butler, she added the charge of the silver to the nursery maid's other duties.

When the lady was about to return to the city in the Fall, she asked the maid to accompany her, and act as custodian of the silver. The girl replied that she could not go without her mother, and as the mother could not be taken, the family left without her. Again, the girl looked for other employment, and she was busy in her search, when she received a letter from the lady in the city, asking her to come there and

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fetch her mother with her. They sold out their belongings, and went to the city, where comfortable quarters in the way of a room near the family house, had been provided for the mother.

The story of the girl's ability to clean silver had been told by the lady to her friends, and soon the young woman from the country found herself in demand as a silver cleaner. She soon gave up her position in the nursery, went to live with her mother, and devoted her time to silver cleaning in the families of her ever-increasing clients.

Within three months she was in receipt of an income sufficient to support her mother and herself, and had still time enough on her hands to do much reading.

At this juncture, she was living near Columbia College, she decided to take a course in cooking and domestic science.

For two years she carried on this work. It was hard, but she liked it, for it provided an ample income for all her wants, and it opened up to her the prospect at which she was aiming.

After two years she completed her course at the Teachers' College, but before she graduated from that institution, she received an offer from a college in a western state as instructor in domestic economy and cooking, at a salary of \$1500 a

. This shows what pluck and perseverance can do.

CREATING WORK

We know the case of another girl situated very much like the doctor's daughter whom we have just spoken, except that she had no mother dependent on her. She was alone in the world. She was attending college when, through the knavery of her guardian, her income was cut off and her principal wiped out. In other words, she was thrown completely on her own resources, in a large city where she had but few acquaintances. Her home was in the country, but she had not been there for years, so there was no person living there to whom she could apply, or would apply, for assistance. This calamity came upon her just before the summer holidays. A girl of a resolute spirit would have been cast down, if indeed she had not been rendered wholly unfit for thought, much less for housework; not so the girl of whom we are speaking. Among her college mates she had achieved quite a reputation as a glover and mender. She had done this work as a child for her mother, and she knew the recipe for cleaning kid gloves so as to make them look like new. She had never charged her friends for this very

necessary assistance, but now, in her helplessness, it struck her that this little art might be turned to account. In a frank way, she told her circumstances to one of the lady professors in the school, and said also that she would like to exercise her skill and make it contribute to her support. This lady, appreciating her spirit, promised her help, and gave it. She took the girl to Newport, and there introduced her to many of the best families, frankly stating the girl's circumstances. She began cleaning, mending and putting new buttons on gloves, and charging for the same from ten to twenty-five cents a pair. Before two weeks, she had all the work for which she had time. She was not only paying the very considerable expenses of her boarding house, but she was laying by money, and by this time she had come to appreciate the full value of every cent.

Fortunately for her, many of the ladies for whom she had worked at Newport, lived in New York, and they promised to continue their patronage, should she return to the city.

Again she consulted with her teacher, who advised her to continue her studies—she would graduate in another year—and promising to help her in every way that lay in her power. This fine spirited girl *would* have rejected any offer of money.

She felt that she could support herself, and she was determined to do so.

She entered college for another year, took humbler quarters than she had had before, and in her spare hours, devoted herself to glove cleaning and glove mending.

At the end of the year she graduated.

She had paid all her expenses. She was not only not in debt, but she had laid by enough to pay for her summer vacation.

The courage and intelligence she showed attracted the attention of the head of the school, and, as a consequence, she was employed in the same institution, at a fair salary, for the following year.

CHAPTER IX

RENTING APARTMENTS. BOARDING HOUSES.

How to Begin—The Furnishings — The Boarding House—A Question of Character—The Household—A Bit of Advice —The Table—Gossip.

Only those who have paid particular attention to the matter can form any idea of the great number of women in our cities and towns, and perhaps, in our larger villages, who live by keeping furnished rooms. Formerly the furnished room, which has been a great institution abroad for centuries, was comparatively unknown in this country. Here, until just after our Civil War, those who had not homes of their own lived in boarding houses, where they paid so much for a room and their food. This charge was continued, very properly, whether they occupied the room continuously or for only a part of the time. Many of these boarders were salesmen, or people whose business prevented their making constant use of their quarters in the

boarding house. With business shrewdness, these men were quick to see that it would be very much better for them, if they could rent furnished rooms by the week, and pay for their board at some other place. That is, they might take their meals in the boarding house and pay for each meal, or they might take them in any restaurant where they chanced to be. At any rate, they were not paying for meals which they did not eat. Gradually there sprung into existence the furnished room house, and this soon spread throughout all the country, so that to-day there are many more furnished room houses than there are boarding houses.

HOW TO BEGIN

We known three sisters living in New York, who formerly were servant girls. These were bright intelligent women, for whom the word "servant" had no terrors. They had to make their own living, and they were determined to make it in an honest way, giving an equivalent for every cent they received. They did not spend all their money on dress, as so many girls in their position in life are apt to do, still they dressed well and were always neat and attractive-looking.

After four or five years of this hard

work, each had laid by from five to seven hundred dollars, and each determined to go into what they called the "furnished room business."

As sensible women, they did not take up the first vacant house that offered. The first thing they considered was the location, for this, to a great extent, meant the character of their "roomers."

They sensibly reasoned that rooms would be in greatest demand near the great public offices, stores, newspapers, and places of amusement, and in these quarters or near them, each secured a house.

THE FURNISHINGS

It may be thought that five or even seven hundred dollars is a very small amount on which to furnish a house, but that depends altogether upon the furnishing. One thing these young women decided on was not to run in debt for one cent, unless they saw clearly how that debt was to be met on the day when it became due. If every man and woman considered this point, there would be very much less trouble in the world.

Here is how one of them went to work, as she told the present writer: The house contained ten bedrooms, front and back parlor dining room and kitchen, and two bath

rooms. This might be considered a fairly large house, and to some, the rent of \$700 a year might seem too formidable to undertake with not one dollar in sight.

For each bedroom there had to be provided a double or two single beds with mattresses, blankets, coverlets and all the requirements for sleeping. Then, there were the bureau, a rocking chair, two cane bottom chairs, towel rack, some rugs, and a few cheap pictures about the wall to give the room a "homelike appearance." All the ten bedrooms were completely furnished, including a change of linen, and a supply of towels, so as to give one or two every day, for about \$40 a room. The double rooms, of which there were four, were to rent for \$5 each, and the smaller rooms, of which there were six, for \$3. Thus, the rooms, if occupied, would pay \$38 a week. There were still left the front and back parlors and these the young woman succeeded in renting to a dentist, unfurnished, for \$10 a week, bringing the total receipts, if all the rooms were full, up to \$48.

She had left for her own occupancy the large dining room, in which she installed a folding bed, and, the kitchen, which were enough for all her personal requirements. To help her in this work, she hired a woman to wash for one day and to clean another, at a cost of \$3 a week, or \$156 a year. Her

gas cost her \$84 a year, her rent \$700, and her coal \$100, making a total of about \$1140 a year, which she was obliged to pay whether her rooms were rented or not. The first year the receipts from her rentals amounted to \$2100, leaving her clear \$960, or just \$850 counting her own food.

She kept up this work for ten years, or until she was just forty years of age. We need not add here that such a woman, healthy, thrifty and good to look upon, had many offers of marriage, but these she rejected.

By her fortieth year she had saved nearly ten thousand dollars, but this, you may be sure, was not permitted to lie idle. Through one of her boarders, who was in the real estate business, she invested in a number of lots, which were bought cheaply, on the shore of Long Island. By the time she decided to go out of the furnished room business, she had built a summer hotel on this property with a capacity for forty boarders. She hired another to manage the lodging house in the city, and undertook the management of the hotel. After two years, she found that the hotel would require all her time, and she sold out the furnished room house at a profit.

It is five years since the woman made *this* change. Since then she has added

largely to the hotel, which now has accommodation for 120 boarders, and the last summer the house was filled for three months, hundreds of applicants were turned away, and she estimates her net profits for the season at \$7200.

This certainly shows how industry, intelligently applied and accompanied by thrift, will achieve success.

THE BOARDING HOUSE.

A majority of the women who decide to rent a house as a means of support, think it is better to keep boarders, and if the business be properly managed, perhaps it is. But it should be borne in mind, at the outset, that keeping a house for lodgers is a very much simpler matter than keeping one in which lodging and board are given to the same person.

A great many women who are good cooks and good housekeepers, fail in these undertakings simply because they have not learned the business, and it is a business. Not only has the rent to be met, the gas and coal bills to be paid, but the table has to be provided for, and here is where we find the greatest item of expense and the greatest care necessary in management.

Boarding-house keepers have all their time occupied, for in such a position it is

impossible that they should be able to pay for needed help. The woman must not only manage the house, but she may have also to act as cook and general supervisor. She certainly must do her own marketing, and it is in the marketing that she usually fails.

For convenience sake she goes to the nearest grocer, and after her credit has been established, she can run a bill for a reasonable amount. From this grocer she orders all her provisions, excepting bread and meat; the one she gets from the baker, and the other from the butcher.

Having to pay for things at the highest retail price, she whose bills are large, pays exactly as much for what she buys as the person who purchases a smaller quantity.

Now, if the woman were to buy her flour by the barrel, and this she surely can do, she should be able to make her own bread and make it of a character better than that she buys from a baker. She should be able to make her own biscuits. She should be able to make her own pastry, and if she does this, she will find that the price is very much less than that which she has had to pay the baker, and that her boarders, as a rule, are very much better pleased with the output.

Again, she buys her meat from day to day, from the butcher. If instead of doing *this*, she had a refrigerator, which can be

purchased cheaply, and laid in a sufficient supply of ice, she could buy her meat, not by the ten or twenty pounds, but by the side or quarter, and keeping it in her own cold storage, she could cut it as required, and thus save the added expense of the retail butcher.

Instead of buying her sugar by the pound, if she could afford to buy it by the half barrel and her tea and coffee in larger quantities, from the wholesale dealers, she would save all the expense of a middleman, and add them to her profits.

Instead of buying her towelling and her sheeting and pillow slips already made, she should buy these things in bulk according to her wants, and getting the material from a wholesale dealer, she would again save from the middleman.

You can see from this that keeping a boarding house is not simply the ability to cook, to serve meals well, to keep rooms in order, but it means also the ability to buy as cheaply as possible, consistent with a fair quality of food and material.

A QUESTION OF CHARACTER

Someone has said that "Hotel keepers, like poets, are born, not made." A boarding-house keeper is, in a way, a hotel keeper; *that is*, she keeps a house for public

convenience. Of course, it is limited as to capacity, but within its limitations it is a public house.

The success of the boarding-house keeper depends quite as much upon her own individuality, her manners, her magnetism let us say, as it does upon the character of her table, or the cleanliness of her rooms. We are assuming, now, that every intelligent woman who goes into this business is a good housekeeper, and this implies the ability to cook. But, to succeed she must have other qualities. She must like her work. She must not regard it as a drudgery, or a menial calling. She must feel that she is giving an equivalent for every dollar she receives, and if she can impress upon the recipient the fact that she is really giving more than she is making, her position is sure, and this is where the personality of the boarding-house keeper comes in.

Feeling proud of her work and being self-respecting, others will be quick to look upon her in the same light, for if we have the qualities that warrant the belief, others will come to esteem us as we esteem ourselves.

THE BOARDING HOUSEHOLD

It is surprising how many people in our large cities, people who look back yearningly to their old homes, sigh for them in

the boarding house. Now, the ideal boarding-house keeper is the one who has the ability to make her boarders believe that under her roof the old home is in a way restored. She does not only supply her clients with a room and a table, she is also a counselor, adviser, and a friend. Her female boarders are sure to make her their confidant. Her male boarders, if she have the sisterly and motherly qualities so essential, come to regard her as a friend and make her the recipient of their hopes and their troubles. To be sure, she is very busy. She is burdened with cares, yet, if she have the tact, she is always ready with willing ear to hear the stories of these people, to sympathize with their troubles, and in doing so, to forget her own, and in this way to become, not simply the woman who is paid so much for certain services, but a friend to be looked up to, to be confided in, and, perhaps, to be loved.

The woman, who can win a position like this, not only has her own living assured, and something to lay by year after year for the unproductive days of old age, but she is doing a greater good in the world than can be done by any other person with the same sphere of influence.

Such a boarding-house keeper must have business management, a good knowledge of human nature, and the patience of Job.

If the woman have not these requisites, she may win after a fashion, but she can never win an enduring success. Boarding-house keeping is not her calling.

THE TABLE

Cleanliness, of course, should be the first consideration in regard to the table. If you are charging your boarder—and we are assuming that the establishment is for the average wage-worker—from \$6 to \$8 a week, you cannot give them such choice of food as they would have at a first-class hotel. There may or may not be soup for dinner. There is sure to be some kind of meat, and a few vegetables, as a mainstay, and dessert, with tea and coffee on which to finish. No matter how well these things are cooked, if they are not well served, they will not be enjoyed by the ordinary man and woman of refinement. The table cloth should always be clean, as should the napkins which are served to each guest. Of course, it is not required that each guest should have a clean napkin for every meal as at a hotel; here each should have an individual napkin ring, and this article may serve for one or two days, depending altogether upon the person. Women do not require napkins as frequently as men, particularly where the men have moustaches. *But in any event the napkins should be*

examined with care and none should be permitted to be brought to the table that is in any way soiled, even if it be used but once.

One of the most successful boarding-house keepers, in a small way, that we have met, is very careful about her table linen. In addition to this, she has always in the center of the main table, and on some of the smaller ones, a bouquet of flowers. These flowers are not artificial, nor are they the best that can be purchased at the florist's. As a rule, they are good, homely garden flowers, bright and pleasant to the eye. They not only decorate the table, but they also have an influence upon the boarders, a refining influence that tends to give the table a homelike appearance, and to recall the past when a mother presided at the board.

CHAPTER X

SPECIAL WORK

Photographing—A Traveling Milliner—
A House Hunter—Original Hash.

There is no form of art, if indeed it be art, so common as that of photography. Until recently women have not been employed in this calling, except as finishers. Now we find that they are successfully managing photograph galleries in all our cities, towns and other places. Owing to their skill in grouping and their instinct for effects, they are producing more acceptable work than the men.

A TRAVELING PHOTOGRAPHER

We have known for many years of the traveling photographer, that is, the man who goes through the country, particularly in the summer time, taking photographs of persons, buildings, and landscapes, as may be desired. These men are much in evidence at our summer resorts, and until the introduction of the Kodak, which every

summer boarder now carries, they did a profitable business.

There has just come to our knowledge the account of two plucky young women, who decided, as one of them put it, "to take to the woods photographing." As amateurs they had, of course, a good deal of experience in this work and perhaps it was their skill as amateurs that induced them to take up the work professionally. They had enough means to purchase the necessary apparatus and printing outfit, and to buy a horse and a van covered with a canvas top.

This van served not only for a shelter from the sun and rain, but was also fitted up with a little oil stove and canvas cots, on which the girls slept. They carried their own table-ware and supplies, wherever there was a doubt of their not being able to purchase such. They also had a supply of fodder for their horses, for often they were forced to camp gipsy-fashion in the woods along the road.

It may be well to state right here, that during the six months, which covered two thousand miles of travel, these young women were never offered any insult, but on the contrary were received courteously by the women along their route, and treated in a chivalric spirit by the men. When they started out, in addition to their outfit, they

had only forty-seven dollars in cash, but they had faith in their plan and in themselves.

They avoided all the larger towns and villages for they knew that in these there were professional photographers, but they stopped at all the promising farm houses. They offered to make pictures of the buildings, of the families, singly and collectively, and as their prices were reasonable, they were rarely turned away without work. In many cases they made so favorable an impression that they were invited to stay for days and even weeks, and their new friends introduced them to the neighbors, so that frequently they stayed for two weeks in one place, and left it with regret,—and more dollars.

This tour involved difficulties, and only brave self-reliant women could undertake it. But it brought profit and experience. In addition to these, it brought health, for when they started out neither of the young women was strong.

They did not make a fortune in this undertaking, yet they averaged fifty dollars apiece for each month in addition to meeting their expenses; and if we add to this their experience and their increased knowledge of their own country, they were surely compensated for their work.

A TRAVELING MILLINER

We have heard of another case very much like the one just given, but instead of the lady being a photographer she was a milliner.

Now milliners are quite as plentiful, and perhaps more plentiful, through the country than photographers, and the woman who starts out as a traveling milliner, we will say as a first-class one, was assuming a very formidable undertaking. But there was such a woman, and this in brief was her experience.

The young woman in question had taken a course of lessons in practical millinery, for which she had a natural aptitude. It struck her that she could teach her art to her sisters, who, being far from the cities, had no opportunity to learn how millinery work is done. In her trunks this woman carried a supply, not of expensive millinery, for she was not going among people who could afford such luxuries, but of such material as she felt the markets would require, and which her skill would enable her to make up into forms which she could induce others to purchase.

This young woman had worked as a milliner in a store until her health broke down, and it was in the hope of restoring it that she undertook this work.

Like the lady photographers, she determined to avoid the cities, the towns and the larger villages. She had never been in the South, indeed, knew nothing about the people of that section, except that the women were kindly, and the men courteous; but because of the climate, she decided to turn in that direction. Before starting out, she had printed a large number of circulars, setting forth, with testimonials, her skill as a milliner, and her ability to teach the art. She began her novel campaign in Virginia. Of course, she had confidence in herself, or she would not have started out at all, yet it was with fear and trembling that she began her work in a little out-of-the-way village in West Virginia. She found a boarding-house and began at once personally distributing the circulars at every residence within reach, talking wherever she could with the women she found at home. She called a meeting at a fixed hour for the following day, which was attended by ten or fifteen women, all curious to know what the young woman from the North had to say about millinery.

The young woman from the North modestly, but with the assurance of one at home with her subject, gave a half hour's talk on millinery; illustrating her lecture with creations of her own, taken from the *trunk* which we have described before. The

lecture over, she enrolled those who wished to join her class, charging five dollars for a course of ten lessons to be given during the afternoons of two weeks. Her first class consisted of ten students and this was increased before the end to thirteen.

In addition to the money received from instruction, she had orders for a great many hats which she trimmed very often in the presence of her pupils.

Her first experiment was so successful that she moved on to the next town with greater confidence.

It may be well to state here that in all the places visited subsequently, this young woman met with the kindest reception. She was received as an equal, and her magnetic personality and congenial ways made her friends wherever she went.

She reached Florida, after the end of five months, her health was restored, and she found herself in the possession of six hundred dollars. In Florida she rested for a month, then came north; that was last spring. Now she is determined to make this her life work and to enter on this instructive and remunerative field in a larger way.

A HOUSE HUNTER

Another curious calling for women that has just been brought to our minds is that

of a house hunter. The expression may strike the country dweller as curious, and it may need a little explanation.

There are but few dwellers in our large cities and towns who own their own homes, therefore their residences are not permanent. They are simply tenants for a time, their term of residence depending, maybe, on the attitude of the landlord or their own desire for change.

There are few young wives, or older wives for that matter, who know anything about house-renting. They know what they want, but they seldom know where to find it.

The husband or guardian is usually employed during the day time, and when he returns from work, he is in no mood to go out and select a new abode, even if the night were the time to do such work. When a change has to be made, it is too often made in a haphazard way, the result seldom being satisfactory.

Now, it struck a bright woman, who was thrown on her own resources and who knew a great deal about the wants of house-seekers and also a great deal about the city, which in this case was New York, that she could act as a representative for these house-seekers. The lady inserted an advertisement in one of the large dailies, *setting* forth her ability to do this work for

a consideration, and giving her home address and telephone number, so that clients might know where to find her.

At first, she was very doubtful of success, nor did, indeed, success come immediately, but she had faith in her idea, and she determined to test it to the limit.

The first advertisement brought in a number of replies, but only one of these was satisfactory. The people who wished to employ her had only vague notions as to what they wanted in the way of a house or apartment, and then they were not willing to pay the price which she fixed for her service, which was twenty-five dollars in the event of her providing a desirable place.

She advertised again and this time she received three replies that were promising. These she investigated and succeeded in locating one, for which, after two weeks' work, she received twenty-five dollars.

One success means much, it certainly encourages, and the lady determined to keep on. She advertised again and yet again, spending more than the money she had received as commission. The result was that, after a year of this hard, strenuous work, she established a reputation as a house-hunter; more than that, she found herself in receipt of an income greater than she had hoped for at the beginning.

This lady has now her own office with

half a dozen attendants, and she is paid not only by the persons for whom she supplies houses, but also by the agents who have them for rent. On the whole, she is entirely satisfied with her undertaking and she believes, as do we, that there are other women who could do the same work and succeed as well.

AN ORIGINAL HASH

Another curious case that has come to our notice. In looking around for employment would you ever think of making a specialty of hash? Yet such has been done. Here is the case:

A young woman was thrown on her own resources. She was not particularly well-educated, indeed, there as no calling for which she was trained. She came to the city in the hope of finding work, and having no means was glad to avail herself of the invitation of a friend who had visited her father's house in the country some years before this. On the occasion of this visit, the woman from the city, as also her husband, was specially struck by the character of the hash made by the girl, and which she thought the very best she had ever tasted.

So it came about that the city woman said to her visitor, who was looking for work: "Why don't you make hash, such as you

gave us in the country, and sell it?" The reply to this was: "Where can I make it? Where can I sell it? and who can I find to buy it?"

The husband of the city woman said, "You can try to find a market," in the meantime giving the young woman permission to prepare the material in his kitchen. Now making a thing and selling it are two different propositions. It was decided that the young woman must be not only her own manufacturer, but also her own salesman.

Very much doubting her skill, and more doubtful of her ability as a saleswoman, she started out with a supply of the hash, properly prepared and attractively presented in a neat dish and in a neat basket, covered with white linen. She found a restaurant-keeper, of the better class, to whom she had been referred, and after much haggling he decided to give the substance a trial, so she directed him how to cook and serve it. The man followed her instructions, and to his surprise, every person to whom he served the hash, declared that it was the very finest he had ever tasted, and wanted more. That restaurant-keeper became a permanent and valuable customer. He wanted a monopoly of this particular hash, but as he could not use all the young woman was prepared to manufacture, she had to seek other customers, but she ap-

peased him by finding these at some distance from the restaurant that first gave her encouragement.

The girl kept on successfully. Soon she had quarters of her own, and was employing a number of people to make the product under her supervision, she going as saleswoman to find new customers. Now her hands are full. She has a market for all the hash of this character that she can supply. The secret that makes this successful is very simple, but she keeps it to herself. If she is not making a fortune, she is surely making a good living, and, quite equal to all this, she has the supreme satisfaction of being self-supporting and having won through her own efforts.

CHAPTER XI

CANDY-MAKING AND CATERING

Preparing Dainties—An Example—Some Farm Products.

Learning a business and starting in for the first time is very much like learning to swim. Nobody else can do it for you. You must do it for yourself. You might as well expect someone to see for you, to read for you, or to eat for you. If you must live you must do those things for yourself.

We have just cited the case of the girl who made a success of manufacturing a particular kind of hash. You will say, of course, that this is exceptional, the world doesn't want hash continually, and if it did you would not want that particular kind of hash. That is very true, but the world does want something else. It is continually wanting something else, and the question is can you provide it?

Looking about, you see that the factories, the stores and the regular establishments are providing everything that man needs,

and it may seem to you that they are providing a great deal more than is necessary, but surely no more than is bought, for people do not manufacture things to keep forever in stock. The question for you to consider is, "Can you make something that the world wants and for which, like the woman just referred to, you can find a market?" In a former chapter we hinted at home products that can be sold in competition with factory products, with the canned things that can be found in grocery stores. We said also, as you will remember, that housekeepers, as a rule, prefer to buy the home-made article to the factory product.

AN EXAMPLE

Over in a little town in New Jersey, a long hour's ride in the cars from New York, there lives a young woman who is supporting her family, which included an invalid mother and younger brothers and sisters, in a very respectable way, and at the same time putting money every month into the savings bank.

Here is how she does it: Years before she became dependent upon her own resources she was the guest of a family who took her for a winter to Florida. There she was much interested in the culture of pineapples and oranges, and she became ac-

quainted with the preserves and marmalade made of these products. It should be said that these preserves and marmalades are not made in Florida; the fruit grows there, but these are imported from England.

It was the desire for information, rather than with any idea of ever putting that knowledge to practical use, that induced the young woman to investigate the method of manufacture. She wrote to England and to other places for information, and at length succeeded in getting what she considered the best recipes.

When she returned home the following spring, she determined to experiment with these recipes. At first the product, which was made in a small way, was not very successful, but she learned through her failures that making a thing is not simply a combining of certain ingredients, but that success can be acquired only through the manner in which these things are combined.

Again, for her own information she went on experimenting; she added something to the formula. She cooked her ingredients for a shorter or longer time, she—but we do not pretend to give her formula away, we mean to speak only of her success. Finally she made an article which those competent to judge declared to be superior to that which they had been accustomed to purchase of their grocer.

Satisfied with this result, the young lady put aside her work, and did not make marmalade again until she found herself one day confronted with the question, "What can I do to make a living for myself, my mother and my little brothers and sisters?"

Being a sensible girl, she did not ask herself: "What I would like to do." She thought only: "What can I best do?" She came to the conclusion that she could make marmalade and preserves, of certain ingredients, better than she could make anything else. Without going into details, we will say that this woman began to make the articles referred to, and having made a first supply she at once sought out a market amongst her neighbors and friends. If these people bought the first supply out of sympathy and in order to help this young woman, they were certainly induced by no such influence to buy the second purchase. She was manufacturing the goods they wanted and they were quite willing to make the purchase, so long as the goods were kept up to the high standard set by the first samples. Well, being a conscientious woman and loving her work for its own sake, as well as for its profits, she not only kept up the high standard, but tried to improve on it. What was the result? To-day that young woman is at the head of a factory in New Jersey, where, though the

things will be called factory products, they still retain the home qualities that gave them evidence and make them successful.

Since she undertook this work she has married, but the establishment still exists and her husband is her superintendent. Her brothers and sisters have been well educated, her mother has been well cared for, and she has established an industry that adds to the value of the land in her neighborhood, and has given her a high standing in the business world.

SOME FARM PRODUCTS

Here is another case:

Women brought up in the country know more or less about farming and some of them, when compelled to do so, have proved very successful farmers. But farming requires the possession of a large quantity of land, of a good deal of capital, in the way of horses, cows, agricultural implements, poultry, etc. What chance would there be for a young woman, knowing a good deal about farming, but having none of the capital referred to, who finds herself, with a widowed sister, in possession of a simple home and ten acres of not very productive land? Now, this is the case of a woman we have in mind.

This woman had been a country school-teacher, but owing to her inability to pass

the higher examination required for advanced education, she was forced to give up her school, and to add to her troubles her sister was at the same time left wholly dependent by the death of her husband, a mechanic. However, she had her little home, and the ten acres of which we have spoken. Connected with this little farm, with its four-room house, was an old-fashioned flower garden and about two acres that had been used as a vegetable garden, but the place had gone to decay.

Fortunately, the ex-schoolteacher had enough money laid by to keep herself and her sister for a year, but she was determined not to remain idle without making an effort until this little fund should be exhausted.

She bought a cow, which she knew how to milk and to manage, and started a dairy in a small way. She bought eggs and hatched them with a few hens she had at her command. She planted with her own hands some potatoes, corn and other vegetables, and then she sat down to think. In the old days this little farm had been well known for its old-fashioned flowers. When Fall came, this shrewd woman gathered all the seeds of these flowers and dug up such of the bulbs as she thought she might be able to use.

With the help of her sister she placed

these seeds proportionately in little envelopes. These packages she left at the neighboring drug stores and grocery stores for sale at five cents each. At the same time she took care to write a card, setting forth that the seeds were from the famous "Allen" gardens. To her great delight all these seeds were sold. The amount realized was not very large, but was sufficient to give her encouragement.

Next year she increased the area of her flower garden, at the same time keeping up the vegetable garden, added to her poultry yard, and bought another cow.

When the next Fall came she prepared the seeds from her garden, as before, and went to the neighbors whom she knew were cultivating the same stock, and asked if she might use their seeds which were going to waste. Everyone gladly consented to this. The result was that this energetic woman put by the next year not only enough seed to supply her own village, but all the surrounding villages, and let it be said here that her seeds gave nothing but satisfaction. In the meantime, they were enabled to sell more butter and milk, and the chicken yard had grown beyond their expectation, but it was to the seeds that this energetic woman looked for her largest income.

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She realized that she did not understand the subject thoroughly. She knew that she was not a trained florist. She fully understood that she was in ignorance of the great outside markets but she also knew that she could learn, and she was determined to do so. She bought such books as she could afford on the subject and studied them carefully. She wrote to the large establishments in the neighboring city and in the other cities and secured their catalogues with their list of prices. From these houses she purchased only the very best seeds with a view to propagation, and the two-acre garden for home flowers soon required the whole ten acres. In the meantime, however, she had laid by enough money to purchase twenty adjoining acres, which were quite as much run down as her original possessions when she first took charge of them.

With each year she acquired a large experience, became better informed, and her market broadened.

After seven years of this effort she found herself in the possession of a large seed farm. She found, too, that her market had extended far beyond the bounds of the neighborhood, and that the seed men in the cities were sending in orders for her products.

CHAPTER XII

ANOTHER NOVEL ADVENTURE

Kuymiss—More Advice.

Did you ever hear of Kuymiss? You may not have done so and yet be a very well-informed person. Kuymiss is a beverage made of milk. It is of Tartar origin and was used first in the steppes of Western Russia and Siberia. It is only recently that it has become known in this country and largely on the recommendation of doctors.

The virtues of sour milk were known to our ancestors, though the residents of our cities do not to-day regard this substance with favor, but, perhaps, they are doing so now and this is due to the fact that the famous French physician, Menchnikoff, has declared that people who drink sour milk, when properly prepared, will live healthy lives, and add greatly to their longevity. Now we do not believe in drugs nor do we advocate taking our food medi-

cinally, but we do know from experience abroad and at home that Kuymiss, when properly prepared, is a pleasant, healthy and nutritious drink.

However, we are simply stating this by way of introduction. Who would ever think of taking up the manufacture of this substance as a business? We know of a little woman who has done so, and who is making a success of it.

Without attempting to give the recipe, here are the substances used in the manufacture of Kuymiss:

1. Fresh milk.
2. White sugar.
3. A little yeast such as is used in our kitchens in making bread or cake.

The lady in question began making this at a suggestion of a doctor friend for the invalids in her neighborhood. She not only made it sell but she served it nicely, that is, she provided special bottles. You may be sure they were very clean bottles, and very nice looking bottles, and with her own hands she labeled them, and prescribed the amount that should be taken by the invalid. From the first she found a market for her goods and although it did not remunerate very largely the result was encouraging.

Soon other doctors recommended their *patients* to purchase her supplies and she

filled all the demands. After this her fame spread to the neighboring hospitals and she began to supply them all.

In order to carry out her increasing work she had to provide suitable quarters and to get proper help.

It is well for every person entering in a new business to begin in a small way. This enables them to acquaint themselves with all the details. To learn how to do the work in the best and most effective way, and how, above all things, to accustom themselves to the increasing business.

This lady is now supplying many of the hospitals in the neighboring city, hundreds of doctors, and, let it be added, she is making far more money than she could at any other work, for this is the one which she knows best, and therefore can do best.

CHAPTER XIII

SHOPS

About Stores—Books and Stationery—
Sweets—Profit and Loss—Collections.

Many of the most successful special stores in New York and many other cities are managed exclusively by women. We know one such store in the Borough of Brooklyn, City of New York, which is managed exclusively by women, or it may be a woman, and whose special work it is to supply women's foot gear.

This store, under a name that may be copyrighted or not, it is certainly attractive, makes a specialty of women's shoes. It began in a very small way, but it has steadily grown until it has at last become one of the important establishments in the main street in which it is situated.

The drug store may be called a special store, and in ninety-nine cases out of one hundred it is controlled by a man, but there are exceptions. We personally know of

two drug stores that are managed exclusively by women. These women are graduates of the New York Pharmaceutical College, to which they gained admission after much trouble. This implies that drug stores are being managed by women, and we are assured by the doctors who patronize them that there are no establishments in the great metropolis that are better conducted than these.

There are millinery stores also conducted by women, and dressmaking establishments under the same management, but of these we shall not speak here because their establishment requires much capital and great experience. What we want to do is to point out the smaller establishments in which women seeking a vocation may find an opportunity.

BOOKS AND PERIODICALS

A stranger wandering about in our large cities will be struck by the fact that certain establishments predominate. Unfortunately the saloon is one of these and next comes the tobacco shop. Of course, drug stores are at our street corners and these establishments are doing a respectable and very essential business; but next to them we should rank our stationery stores. The American, more than any other man in the world, is a reader, even if the reading be

not of the best and highest character. He certainly reads newspapers, and very often reads books, and these books, instead of getting from public libraries, he buys himself. We certainly must have pen, ink and paper if we want to write and these can all be had at the ever-present stores or shops to which we have just referred.

It is encouraging to those who are interested in the field of woman's work that many of these establishments are managed, and managed successfully, by women. These women are, as a rule, fairly well educated, mentally alert and with those attractive qualities which, for the want of a better word, we would describe as "lady-like."

We find these establishments very often close to our public schools where a full supply of slates, pencils, paper and other requirements not furnished by the Board of Education may be had. School children are amongst the best customers of these shops, for in addition to the articles referred to, they often keep as a "side line" candies and other dainties for which the little ones are willing to exchange their pennies.

These stores also keep on hand the current periodicals or magazines, which they buy from the American News Company or

some other wholesaler, and sell on commission, which averages from twenty-five to forty per cent. They also sell letter and note paper and manuscript paper; if they do not have it, they are in a position to order it in any amount required and to deliver it at a specified time.

The women, and the same may be said of the men, who own these stores usually have their apartments in a flat overhead. They begin work in the early morning and they continue it till late at night. Many of them have what are called newspaper routes, that is, they deliver to customers the morning and evening papers as required, and make their collections every week or other week as may be decided upon. The latter duties are not so well adapted to women, unless, indeed, they can employ a reliable boy or man to do the carrying and to make the collections.

SWEETS

Next to the establishments just referred to we include those devoted to the sale of confectionery, or what the English call "sweets." In connection with these there is usually sold ice cream, soda water, etc. In the summer time the latter two articles are in great demand, but this ceases as the cold weather comes on. The purchase of

"sweets" or candies, however, never ceases.

While these callings are largely occupied by men we find that many women have been successful in them. In entering on such a calling it is of course better that one have some previous knowledge of the business. By the business, we do not mean the ability to fill an order, but the knowledge to know where the goods sold can be had at wholesale, and how they can be sold to the best advantage.

The success of such a store will depend very largely upon the location, and let it be added, the character of the manager. Candies, cakes, ice cream and soda are luxuries, and if hard times come the luxuries are the first things we drop. The first people to drop such luxuries are the wage-earners, the rich can afford to continue. Therefore, in addition to the requisite ability for the management of such an establishment much depends upon its location.

The amount of money necessary to start such a place as this need not be very great. The first requisite is that the store, or shop, shall be on the ground floor so as to be easily accessible to customers. The room itself should be simple and attractively furnished, and scrupulous neatness should be the rule.

Outside of the first month's rent the

amount of money necessary to start such a place need not be very large. We have known many such establishments to begin with less than fifty dollars and make a success of the business.

PROFIT AND LOSS

We have so far spoken about selling, that is, how to sell the goods at a profit. Unless you are a manufacturer of the articles, you must buy them from someone else, and in doing this there are two things to consider: First, the quality of the article; second, the price at which it can be bought. Having ascertained these things, the next question is as to how the article can be sold at a profit.

We buy an article at ten cents, and, let us say, we sell it for twenty in our store. A novice is apt to imagine that he or she has made ten cents on the transaction. Let us inquire if the same is warranted in this deduction.

In the first place, we should consider what we have paid for the article, that is, the wholesale rate. In the second place, we should consider the additional cost, which may be estimated in this way:

First, the cost of rent, light and heat.

Second, the value of the storekeeper's personal work.

Third, the cost of help and incidental expenses.

If we add these together and give a proportionate amount to any one purchase we should then know what to charge for the article we sell. and then, only, can we estimate what our actual profit is.

As we have before said, this information can only be obtained by an accurate counting, that is, by keeping a detail of every expenditure, no matter how small, and by keeping an equal detail of every receipt received.

COLLECTION

Every person who keeps a store or a shop and has built up an acquaintance in the neighborhood is sure to have some person purchasing who has not the money immediately at hand to pay. Now we do not believe in running in debt for any purpose, neither, as a rule, do we believe in giving credit, yet most the world's business is done on credit and if one does not accommodate the customers referred to, trade is sure to drop off.

But if you do give credit, be sure to keep a credit book, set down the dates and the amounts, and if the bill extends over one month, by which period you must meet *all your own bills*, do not hesitate to send

in a written statement of the account. No sensible person will be offended at this, indeed, it will increase your business influence, and if it be done regularly and as a matter of course the bills will be paid. If the bills should not be paid at the times specified do not hesitate to send in a special bill and a note stating that your own bills are becoming due, and that the collection of the small amounts, small at least to the person that is to pay, aggregate, however, to a great deal.

If these simple rules be followed out by the store or shop keeper, there is no reason why the enterprise should not be successful and lead to prosperity.

CHAPTER XIV

TRADES

The Dressmaker—Two Classes—The Shoemaker — Artificial Flowers — The Decorator.

THE DRESSMAKER

A successful milliner is usually a proficient dressmaker. Indeed, the callings are as closely related as that of the decorator and house furnisher; just as the furnishings must be in harmony both in color and form with the decorations of the walls, painting of the wood work and color of the hangings.

It is quite possible to imagine women going without hats and if it became absolutely necessary, the milliner might be eliminated from the list of trades, leaving them to cover their heads as they choose, but not so with the dressmaker. In some form she exists, not only in civilized lands, but in the savage and barbarous ones as well.

It is a curious fact that when the savage

woman thinks of covering, it is with an eye to its form and color effect rather than to its warmth or general usefulness. The savage woman, in a rudimentary form, has all the tastes and instincts of her civilized sister. The civilized woman, however, while never indifferent to the quality or decorative side of her costume, does not make ornamentation the chief purpose of dress. Durability and comfort are never with her of minor consideration, unless, indeed, she belongs to that very wealthy class which can afford to wear a new dress at every function, and feels that it might be an evidence of her own, or her husband's, poverty, if she were seen twice in public with the same dress.

There is no calling in which skill and business talent are combined, and, we may add, a knowledge of human nature, that is so well suited to women as that of dress-maker.

TWO CLASSES

Dressmakers may be divided into two classes; first, those who work by the day or week, either in fixed establishments or with families; and second, those who have shops or stores of their own and are employers of labor. In a large city like New York, and to a lesser extent, every city and town in the country, there are tens of thousands of young and middle-aged

women who sew by the day or week in families, and who receive wages commensurate with their skill. These wages average from \$1.50 to \$3.50, and over, *per diem*.

Many of these women, having gained a reputation for skill and reliability, have their regular customers, whom they visit at stated intervals, and where the service has been long continued they are frequently regarded with affection and are looked upon as a visiting member of the family.

In the average middle class families, these women who go out to sew by the day take their meals with their employer, usually beginning with breakfast and ending with supper. Where these seamstresses, as they are usually called, have no families of their own, they often live in rented apartments and the fact that they can get their meals in the families where they are working, is a great comfort, in addition to being a saving.

At the larger establishments it is only necessary to glance. Many of these occupy the finest stores on Fifth Avenue. They pay high rentals and, of course, charge high prices. Many of these women make annual, or semi-annual, trips to Europe where their purchases run into *thousands* of dollars. Unfortunately for

their reputation, they have of late come into considerable notoriety through their efforts to get their imported goods through the Custom House without paying the usual duties. However, it is not our purpose to call attention to their misdemeanors in this connection, but to show the vast business these people do, and the opportunities they have for accumulating fortunes, which even ambitious men would consider wealth.

The more numerous class of established dressmakers, however, do not occupy such expensive apartments, nor do they charge such high prices, but where they have business skill they do quite as much, perhaps more, business than their more pretentious sisters.

We have known many young dressmakers, full of the American spirit and determination, who got ahead, and after saving until they gained enough money from their daily labor, established dressmaking shops for themselves. Of course, many of these fail, as do men, in other mercantile callings, but as a rule they are successful, more successful indeed, than men, for their habits are better, and once imbued with the spirit of it, they are more attentive to business and meet their obligations with greater promptness.

Small millinery shops are to be found

all over the country, even in the smaller villages, and it is a fact that even when other establishments are suffering from a lack of trade, they manage to keep afloat, though, of course, they do not make so much as in times of prosperity.

THE SHOEMAKER

In the days before the factory became the rival of hand work in every field of labor, the trade of shoe-making was one of the most important, indeed, it is one of the most necessary to-day, and it will always continue to be so. This trade, like every other, of which we have any knowledge, was conducted by men until recently.

During our Civil War, when the South sent every able-bodied man and boy into the field, many of the mechanical callings devolved on the women. These women, up to the time of this struggle, had not been accustomed to work, usually they had an abundance of slave labor to work for them, many of them even left the putting on of their shoes to their maids. These high-born ladies were quite as much in earnest as were their husbands, brothers and fathers who were risking their lives at the battle front. It was this spirit, no doubt, that stirred them to effort, and made them regard as respectable, honor-

able and patriotic, the callings which they had hitherto considered as menial.

These Southern women carded, spun and wove the material for their own clothing, and also the gray fabric which was worn by their soldiers at the front. At first they began repairing their own shoes, and finally, when the shoes were beyond repair, they set about making them for themselves with such material as they had at hand. When the material was exhausted they established and managed tanneries, and with this experience it was but one step to making boots and shoes for the soldiers at the front, and this they did to the relief of their friends who often had to march barefoot. Since those sad days, women have taken up the trade of shoemaking, perhaps not extensively, but successfully, wherever the work has been undertaken.

The shoe factories have to a great extent superseded the individual shoemaker, but where our feet cannot be fitted by the machine made shoe, and where there are people with normal feet who desire to be well fitted, they still go to the individual shoemaker, and in many parts of the country, particularly in the manufacture of shoes for women and children, women have succeeded in this work.

Then, excepting in the families of the

very rich who can discard slightly worn shoes, as they do slightly worn dresses, the question of repairs is a constant one. In every street where trades people and toilers live, one can find the little shoemaker, and whenever you pass the shop, early or late, you will find him always at work. It is surprising how cheaply, how quickly, and how well this work is done, and where women undertake it, we are informed that they work better than the men and the demand for their services is considerable.

ARTIFICIAL FLOWERS

In examining flowers in millinery shops, and on the hats of women and girls, it is surprising how closely art imitates nature; indeed, in this case, it seems to excel it so far as color and form are concerned. We frequently see ill-formed or decayed flowers on shrubs or bushes, but we never see an imperfect artificial flower.

The making of these flowers has become a trade, perhaps we should say an art, so perfect is the illusion they create. The French, from the beginning of this art to the present time, have been foremost in this practice, and it is said that their artificial flowers excel those of any other country in the world. Looking at the flowers made in the United States it is hard to believe this.

In Mexico the Indian women make exquisite artificial flowers from the feathers of tropical birds and the many colored shells to be found along the Tropic coast, but such artificial flowers are used for the decoration of their churches and homes, and are seldom worn on their head-dresses.

We learn on very good authority that girls who have taken up this line of work have become specialists in it, that is, instead of making artificial flowers in a general way, they show an aptitude for making some particular kind of a flower, like lily-of-the-valley, a rose, or possibly the violet. Having demonstrated their skill they go on making that one flower and the result is perfection. We are informed that a bright girl can become fairly skillful in this work with six months' practice; that is, she will be able to make at least one flower well, and perhaps to arrange the foliage, without which a flower is never seen in perfection, as the foliage is its background, its garment or its dressing.

We are told that some of this work is sent by city manufacturers to the country, but unlike plain sewing which is sent in the same way and requires no particular skill in its preparation, the artificial flowers, we are sure, will not be sent to persons whose skill has not been demonstrated. By looking in the advertising columns of any of

the large daily newspapers, like the *New York Herald* or *The World*, you will see many advertisements asking for artificial flower workers. If you live in the country write to these manufacturers asking for particulars as to prices and how to get into the business. Unfortunately for this most attractive of callings it is not paid at as high rates as some others where the care and exactions are less. The girls in the artificial flower factories, we are told, receive on an average from \$5.00 to \$6.00 per week and work from eight in the morning to five or six in the afternoon, with from one half to an hour at noon for lunch.

It might be well before undertaking this work to try your hand at it in your own home. The outfit is not expensive where paper flowers are made, and these are usually used in interior decoration and not on hats. The wire, colored paper and paste can be bought for very small sums, and we recommend beginning on this before attempting to work on more expensive materials, such as velvet, etc.

THE DECORATOR

Another calling to which women are taking is that of household decorating and furnishing. We know in the Borough of Brooklyn of a young Swedish woman of

magnetic personality, who was formerly a house servant, and I need not add that she was a good servant and was not ashamed of the name, who became interested in the business of interior decorating by helping her employer who had just built a house in Babylon, L. I. He had a professional decorator, who, in the midst of the work, was taken sick. In his despair he undertook to finish it himself, the Swedish girl offering her help and advice. The result was that in a few days the girl was directing the whole work and her employer was dutifully taking his orders from her. When the decorations were complete, the man who had the contract being restored to health, came down to see the result, and being a frank, generous man, who was not afraid of competition from the opposite sex, praised the girl's work as it deserved and encouraged her to take up the work as a calling, promising to help her.

The advice was taken, with the result that after a year or two of hard struggling, she established a business for herself and is now in demand as a professional decorator, being in receipt of what might be considered a large income by even the successful business man who induced her to undertake the calling.

There are many women making a success of house furnishing, acting as advis-

ors, and often as purchasing agents, for young people just setting up for themselves. These women are, of course, paid a certain amount by the persons employing them and at the same time they receive a commission from the carpet or furniture houses from whom they buy.

This calling is not so sure or so remunerative as that of decorator, but the fact that women who have begun it are still continuing in it, proves that it is a reliable source of income.

CHAPTER XV

SOME OTHER CALLINGS

Buyers for Country Customers—For City Patrons—An Information Bureau.

Closely connected with the callings of decorator and purchasing agent is that of the renovator. This word "renovator" has a very broad significance. It extends from the mending of children's toys in the nursery to the cleaning of hangings, pictures and carpets.

We know of a young woman in a neighboring city who was thrown upon her own resources, and remembering, no doubt, her own troubles in the nursery, decided to establish what she called a "Doll's Hospital."

At first, with proper recommendations, she visited families where there were small children and proposed that she be permitted, for a sum agreed upon, to renovate the nursery. She mended the dismembered menagerie of Noah's ark. She placed arms and legs on the dolls and she

remade rag-dolls, in fact, every toy that needed repainting or putting in order, she made as good as new.

After working in this way for about a year, her services being in increasing demand, she decided to start a shop of her own which she called, as we have previously stated, "The Doll's Hospital." She had cards printed setting forth what she could do and her approximate charges. In such work it is quite impossible to say to the cent what the cost for repairs will be. However, after a year at this work she found her number of customers so greatly increased that she had to employ assistants, and as many of these lived at a long distance from "The Doll's Hospital," she decided to establish a second store in order to accommodate them.

This lady now has four establishments under her charge. She employs eight assistants and she calls herself the "Surgeon-in-chief."

We mentioned the glove cleaner who supported herself at college by cleaning and repairing kid gloves. We find that there are quite a number engaged in this work, and we do not believe that the field is exhausted. There are women who make a good living darning stockings and repairing the clothes of young men and women whose duties prevent them from

doing such work for themselves. As is well known, the man or woman who has to board can always secure a laundress to do his or her washing, but this class of woman, instead of sewing up the rents or replacing the buttons, usually widens the tears and decreases the number of buttons.

Connected with many of our large hotels there are women whose duty it is to look after the sheets, counterpanes, towels, napkins, etc., and to darn any tears or rents she may find in them. We have seen specimens of this work and it is so excellent that it is often difficult to tell where the darning is done, so perfectly is the original texture imitated.

The renovator of hangings, bric-a-brac and other decorations, moves on a higher plane and receives larger remuneration, for such a woman must be an artist. She must have an eye for color and particularly where colors have to be matched. In addition, she must have tried receipts for cleansing hangings and upholstered chairs. Many of these women are skilled upholsterers. They can take a chair worn at the arms or head rest, and if it is desired by the owner that the same material must be used in re-upholstering, they will purchase it, or, if another shade or pattern is desired and they are given a sample, they will produce the whole without a mistake.

Such women are true artists and receive compensation commensurate with their skill and knowledge.

BUYERS FOR COUNTRY CUSTOMERS

Another calling not so well known, perhaps, because it is so hard to establish, is that of agent or customer for country buyers; yet, there are many women carrying on this work successfully. In New York, and particularly in Chicago, there is now an enormous business being done through the Post Office. This is known as a "mail order business."

There is one house in Chicago which issues a catalog weighing over a pound and in this book there are enumerated over 300,000 articles with the prices attached. All of these articles can be ordered by mail, and are then sent by express, collect on delivery.

The individual purchaser carries on in a small way what we call the "mail order" business. There are many women in the country who cannot stand the expense of a journey to the city in order to purchase a few inexpensive articles, or, it may be, to match a certain kind of goods or ribbon of which they find themselves in need to complete the work in hand.

Every city woman who has many country acquaintances is continually being bothered by such friends to do her shopping for her, and they send samples of the goods they want purchased. In addition to being a great bother, there is a risk that the work will not be satisfactory, and no matter how intimate the friendship, the city dweller undertakes the purchase with reluctance. Now, if there were women in the city whose business it was to do this purchasing, who knew just where to go and what to pay, it would be a great relief to the city dweller and also to the woman in the country. There are such women in every large city engaged in this particular line of business, and the compensation warrants their remaining in it.

When a woman decides to become a purchasing agent, if she have not an extensive country acquaintance to whom she can send circulars, she advertises in the country papers of that particular locality which she wishes to influence. Such advertisement need not be very long or expensive. If it sets forth the fact that the advertiser is ready to make such purchases, and that she would be glad to send her printed references and charges, if asked for, the outlay need not be great.

Once such a trade as this is established

it increases of itself. Every customer, if satisfied, will recommend the town buyer to her friends, and, in turn, the town buyer becoming more and more acquainted with the managers of the establishments from whom she purchases, may, and often does, secure a commission from these houses in addition to the fee charged to her customer in the country.

THE BUYER FOR CITY PATRONS

There is still another class of buyer and that is the woman who undertakes the purchase of all household supplies for persons in the city who can afford to pay for her services, or, it may be, who have not time to attend to this business themselves. In speaking about boarding house keepers in a former chapter, you will remember we said that one of the difficulties of this work was shrewd purchasing and keeping of strict accounts. Now, there are women who make it their business to buy not only for boarding houses, but for small hotels and for many well-to-do private families. In some cases they not only buy every article of food, but also undertake the purchasing of un-made-up materials, like towelling, sheeting and pillow slips, and as they purchase these articles from the wholesaler, they are sometimes able to sell

them to their customers at lower prices than would be asked in the retail stores.

We know one young lady who makes it her business to provide books and periodicals for families. She catalogs libraries, renovates old bindings and usually succeeds in making the family who employs her better acquainted with their own books.

AN INFORMATION BUREAU

In every large city there are employment agencies and bureaus, but there are very few places where a stranger can find the particular information of which he is in search. To meet this want, women who seem to have a special aptitude for such work, have established what is known as "General Information Bureaus." These are often in touch with employment agencies, and while they do not engage in securing positions themselves, they are in the way of referring their clients to the proper places, and in this way are often of the greatest help.

The Information Bureau, like the district messenger service, will undertake to send male guides, or chaperones with theatrical parties of young people and will arrange, not only for the tickets, but also for the conveyance if such is desired.

These information bureaus often have correspondence departments. In all of our large cities there is a strong illiterate element, composed largely of foreigners who can neither read nor write. These people want to communicate with their friends or relatives in the Old World and the information they wish to convey is such as they may wish to keep from the friends who can read and write. They need some responsible person to whom they can confide without feeling that their secrets will be made public property.

Many of the information bureaus have connected with them what is known as a "Foreign Correspondence Department," and on the East Side of New York, where the population is largely cosmopolitan, there are bureaus of this kind where letters will be read or written in from ten to twenty languages, and the work is usually well done.

A part of the information bureau to which we have not referred is a store guide. Ladies from the country not familiar with the shopping districts, and coming into town especially to make purchases, are at a loss to know where to go to accomplish their purposes. In such cases, the information bureau would supply them with a young lady thoroughly familiar with all the great stores, in fact, familiar

h every department of all the large em-iums of trade, and under the guidance such a competent person, the work can done easily, effectively and also more aply than if the client had undertaken lone.

CHAPTER XVI

SECRETARIES

Education — Typewriting — Variety of Work—How to Get a Place—A Case in Point—Doctors' Secretaries.

Literally, the word secretary means writer, or one who writes. The name is applied to many of the foremost officers in our Government. The head of the State Department is known as the Secretary of State; of the War Department, as the Secretary of War, and so we have the Secretary of the Navy, the Secretary of Commerce and Labor, and the Secretary of Agriculture, all of which are Cabinet positions. From these high offices it is a long distance to an humble private secretary in an humble establishment.

To-day the typewriter and stenographer who does all the work in the office of some struggling lawyer, feels that in some way her position is elevated if she call herself *this* lawyer's private secretary. If she

finds any comfort in the term, well and good.

The supply of such secretaries far exceeds the demand. The girl who has spent six months or it may be longer, at a school where stenography and typewriting are taught, acquires this calling as a means of earning a livelihood for herself, or it may be to assist in the support of a dependent family. For these girls we entertain the highest regard and respect, but the most sensible of them will be quick to realize that they really are not thoroughly equipped for the work and that there is a great deal more to learn before they become efficient, than they have acquired at the school that promised, for a consideration, to perfect them in their art.

These girls being dependent upon their own resources, and naturally eager to get to work at once, are willing to take any place at any compensation that may be offered.

We find many of these girls working as low as \$5 a week, certainly not enough to pay their board and carfare, not to mention their clothes, which must always be of a better character than the raiment they would wear if doing house work.

In places that employ these girls at the compensation named, the opportunities for their becoming more proficient in their

calling are very few. If the girls are ambitious, and most of them are, they go on perfecting themselves in speed. By this we mean they can take dictation more rapidly and accurately. Very few girls leaving a business college, as the places where they acquire their training are usually called, are able to take down in shorthand more than forty or at the most fifty words a minute, and in ordinary dictation, for few men can dictate accurately and fluently, this is all that is required.

There are positions, however, in which the stenographer must be able to take accurately from eighty to one hundred and fifty words a minute, or about as fast as the average public speaker will talk.

When the stenographer can do this and do it well, she may call herself an expert, and she can command an expert's income, which is from \$15.00 to \$30.00 a week, depending altogether upon her own skill and the responsibility of her position.

EDUCATION

The great misfortune with most of these young women is that they are inadequately trained to their work, that is, they have not had sufficient preliminary schooling, nor are they to blame for this, but we must *look facts in the face*. This is the day of

the expert, and whatever one undertakes, if he or she would win, must be done not in the average way, but better than the average, if promotion and better pay are to follow.

One of the great defects we find in this class of stenographers is their inability to spell accurately, or to correct a mistake in grammar or it may be in clearness, coming from the lips of the person dictating.

Now, English spelling in itself is a torture, and, perhaps, must remain so until the world has progressed to a phonetic method of spelling; when that day comes much of the torture of our present schooling will vanish. As it is, even the best educated man or woman has frequently to resort to the dictionary to make sure of the spelling of an ordinary word; why, then, should we expect more from these untrained girls than we have ourselves?

The girl who would win in this calling must not be satisfied with the training she received at the business school. If she be deficient in spelling, she must rid herself of this defect. The best means of learning spelling is not from the old-fashioned spelling book where words are given singly and without any meaning attached, but rather from copying from some well-written book or from the editorial columns of some paper noted for the purity of its English, and the

clarity of its thoughts. By doing this for ten or twenty minutes a day, for six months, the girl will be surprised at her accomplishment in this very difficult art of spelling.

TYPEWRITING

The stenographer must not only be able to take dictation clearly and rapidly, but, having taken it, and this is a great difficulty with beginners and often with experts, she must be able to read her own notes fluently and accurately, so as to be able to transcribe them on the typewriter.

In typewriting, as in shorthand, the question of speed is also a factor. The fingers are more exercised, and in quite as complicated a way by the typewriter as by the expert player of the piano, with this difference, that the mistakes of the piano player vanish in an instant, while those of the typewriter are stamped indelibly as an evidence of the mistake.

Only patience and constant effort can perfect one in this mechanical art, but the effort pays in the end.

We have known some young women who could take dictation on the typewriter quite as accurately and as fast as most people in the calling could take it down in shorthand.

VARIETY OF WORK

We are living in a wonderful age. To the children of to-day the telephone that enables us to talk with a friend a thousand miles away is so familiar as to be accepted as a matter of course, and to excite no wonder. Electric lights and transportation through electric trolleys are now everyday affairs, as is electric heating and electric cooking.

Ten years ago the thought of flying through the air like a bird was the fancy of the poet, the dream of the visionary. But to-day the fancy and the dream are realities. The most interesting, if not the most important news found in every issue of our daily papers, is that which tells us of the flying machines and their exploits under the control of daring air navigators.

The typewriter is now a necessity in every store, manufactory, public house, law office, and indeed, in many private houses where much writing has to be done. The young girl operating a typewriter has not perhaps, the curiosity to ask herself, "Who invented this machine and how long has it been in use?" If she were to ask her father, who may not have passed the prime of life, he will tell her that up to the time he was a young man the typewriter was unknown, and, of course, unused.

This little instrument has proved itself to be one of the greatest labor-saving machines in the world. In addition to this, it has opened up a field for the employment of young women, which has only been equaled by the sewing machine.

Formerly men prided themselves on their skill in handwriting. To-day, handwriting, while it never can be considered a lost art, is not in itself a prime requisite for the position of secretary.

Every letter sent out from a business house is now typewritten. The same may be said of the correspondence of the lawyer, the doctor in large practice, the newspaper man, and of every other who does much letter writing.

Formerly the work of secretary devolved upon young, bright men, who usually were qualifying themselves for some profession, or earning money with which to continue their courses in college. Now, ninety-nine out of every hundred typewriters in every active vocation, where such services are needed, are women.

In ordinary business houses and law offices, these young women receive from \$10 to \$15 a week, which is the pay of a mechanic. This may be thought a very large compensation for a girl, but it is no more than she deserves and not one cent *more* than she earns.

Some of those more favored by circumstances, occupy positions where they are earning from \$25 to \$50 a week. In such places it is not so much a question of their skill in shorthand and typewriting, as of their business management. The woman receiving such a salary usually occupies a confidential position. The business secrets of her employer are in her hands. She classifies and keeps in order all the papers of importance, and through card indexes, is enabled to find in a surprisingly short time any document that may be needed.

HOW TO SECURE A PLACE

There is no more hard-working, intelligent, and patient a class of workers than is to be found among our girl stenographers and typewriters. It goes without saying that they are personally self-supporting; but, in addition to this, the majority of them are bread earners for dependent mothers or younger children. They have taken the place, and they fill it well, of the dead or incapacitated head of the family. It is true, many of them who have homes, and are not required to contribute to the support of the family, are apt to dress loudly and to spend their money lavishly, but to the credit of the class, be it said, these are the *exception*, and not the *rule*.

A CASE IN POINT

We have in mind as we write this, the case of a young woman who ten years ago, and at the age of eighteen, was left helpless in the world, and with an invalid mother to care for. She was in her second year at high school, and as her father, a skilled mechanic, had been able up to the time of his sudden death, to care for his family comfortably, she had learned no special calling, indeed, had not given any serious thought to preparing herself for the life battle. Now, thrown on her own resources, she determined to act at once.

This young lady secured a position in a store, where she had to work for nine hours a day, and for which she received a compensation of \$4 a week. A beneficial society to which her father belonged, paid to the mother \$500, and this the girl reasoned would serve to support the two for a year or more. She was resolved not to spend her life as a store girl. As may be inferred, she had a fairly good English education, and she was blessed with good health, and was not hampered by any false pride.

Near to her home there was a school where she could learn typewriting and stenography, and these arts she resolved to acquire.

The tuition fee was \$45 for a term of ten weeks. Her pay at the store was a little less than this amount; but, now, the question was how to work during the day and at the same time acquire the skill? These schools, fortunately for ambitious girls, have night as well as day classes, and there being nothing left but to take the night course, she unhesitatingly decided to do so.

After six months of this training, the young lady in question felt that she was well enough qualified to take a humble position, even if she got no more than she was receiving from the store.

Many of these business colleges, as well as the typewriting agencies, have frequent demand for low-priced stenographers and typewriters, that is, for young people who have just graduated. Our young friend acquainted the principal of the school with her wishes and also put in an application with a typewriting agency.

A large publishing house in New York, that needed typewriters who were not particularly experienced, saw the advertisement, and wrote to the girl. The result was that she secured a position at \$5 a week, just \$1 more than she had been receiving at the store.

She remained for one year with this publishing house at the wages named, by

which time the fund left her mother was exhausted. By dint of economy the two struggled along, living in humble quarters, and eating we may be sure, not of the best.

At the end of the second year the girl was delighted by finding her compensation increased from \$5 to \$10 a week, which to her and her invalid mother seemed like a princely income.

Two years after this the wages were increased to \$15 a week, and the young woman's responsibilities were added to.

It is unnecessary to go into all the details of this remarkable girl's progress. She is now at the head, not only of the typewriting department, but has also charge of much of the publishing house's important business, and she is receiving \$50 a week for her services.

She has moved her mother to a more comfortable home. She is enabled to hire a girl to help about the flat. She has maintained her health during all her hard work, and she looks as young and attractive to-day as she did when she entered the store at \$4 a week.

DOCTORS' SECRETARIES

We know another case of a young woman who was a servant in the family of a prominent city physician. From the

first this girl's manner was attractive, and she won the respect of her employers by her willingness, cheerfulness, and the fidelity with which she performed all her duties,

This doctor delivered lectures before clinics and medical colleges, in addition to which he wrote a great deal for professional journals, and so required the constant use of a secretary. The girl had a grammar school education, but she was very fond of reading and to this she devoted all her spare time. She did not read many novels, though she was not indifferent to such works when of the right character, but she devoted herself principally to history, travel and science. Like most bright girls, she believed that if she had had the proper training, or if she now had the time, she might become an author. She wrote a number of stories and sent them to the popular magazines, and to her inexpressible delight, one of these stories—it was for children—was accepted and paid for with a check of \$5.

The girl's head was not turned by what seemed to her a new avenue to wealth and fame. She wrote many others which were rejected, but, while she received no compensation for the work, the very fact that she did write, continually added to her ease of expression and to her stock of information.

The doctor's attention being called to her literary efforts, and remembering how unsuccessful he had been with his secretaries, he reasoned that the model servant would make a model secretary, if she had the necessary qualifications. He proposed that she take a course in shorthand and typewriting, he paying the expenses of the same, which the girl was to refund after she had earned money at the new calling. Within a year she reported to the doctor and expressed her confidence in her ability to fill the position of secretary. She was hired at once.

It should be said in this connection, that the doctor, while at heart a very kindly man, was rough in his manner, dictatorial, and those who did not know him, thought him brutal; that was one reason why he was so unsuccessful with his secretaries. This girl, however, had the advantage of knowing his peculiarities, and of appreciating his character at its full worth.

His manner did not shock her. When he became angry she smiled. She did not even upbraid him when in his nervousness he used language unbecoming his position as a gentleman. The girl stuck to her work. At first she wrote his private correspondence and did it well. Soon she was out reporting his lectures at the clinics *and here she did so well as to extort praise*

from a man who was not effusive in such matters.

It is not our purpose to give a biographical sketch of this or any other young lady who has won by her own efforts. But to-day the young woman whom we are now considering is well known to the profession in New York City, and not only well known, but universally respected for her ability. It is said that on some subjects she knows more than many of the best informed doctors. But she is still modest, still patient and industrious, despite the fact that she is drawing \$35 a week for her services.

CHAPTER XVII

THE CIVIL SERVICE

National Civil Service—State, County or Municipal—Women in the Post Office.

NATIONAL CIVIL SERVICE

This question of examination for Civil Service positions is so important that we will offer no excuse for treating it in some detail.

Let us first consider the kinds of Civil Service. These may be divided into three kinds, namely: National, State, and Municipal or County.

Let us first consider the National. Here all the authority is centered in Washington, but its branches extend through every State, like the Post Office and the Internal Revenue.

The Civil Service Commission of the General Government has its headquarters in Washington with a large staff of subordinate examiners and clerks.

The method now is, instead of obeying the wishes of some political leader as to appointments, to advertise an examination to be held in different parts of the coun-

try, in order to secure, through examinations, persons fitted to fill any vacancies that may occur.

In the City of Washington, the departments of the Government, which we shall not attempt here to enumerate, have each many women clerks or experts in their services, but vacancies are continually occurring through deaths or resignation.

By writing to the Chief of the Civil Service Commission, at Washington, blanks can be obtained, stating when and where examinations are to be held for clerkships, or for expert work such as is done by librarians, stenographers, and others.

Accompanying the information as to places of examination, the department usually sends out printed circulars stating the nature of the examinations to be held and the qualifications of each applicant.

The blanks must be filled out in the applicant's own handwriting, and also the character of the applicant must be vouched for on the blank by persons who have known him or her for some time, and who have faith in the person's character and ability. When the application is properly filled out, and this will include a doctor's certificate as to the general health of the applicant, it is forwarded to the office in Washington from which point notice of the examinations will be duly sent.

These examinations are held simultaneously in many parts of the country, so that the applicant will not have trouble, no matter where he or she lives.

Without going into the qualifications necessary for an expert, it will be sufficient here briefly to outline those required from an applicant for an ordinary clerkship:

In the first place, the applicant must be an American citizen, and at least eighteen years of age. Now, while women are not as a rule, voters, every woman born in this country, or every woman married to an American citizen, or whose father is an American citizen, even if he be born abroad, makes her by reason of that fact, an American citizen also.

The age and citizen conditions being all that are necessary, the next point is as to the intellectual qualifications, and these are ascertained through a written examination.

This is the method: The candidates assemble at a fixed time at a place of which they are informed, fetching their own pencils and erasers, and it would be well to supply themselves with pens and blotting paper, though the latter are not necessary.

The examinations are always written and usually begin about nine o'clock in the morning. Printed questions are furnished to each candidate. The candidate is known, not by name, but by a number, and

this number must be attached to every written page of answers.

Usually the first subject is that of writing and spelling. Skill in writing is of course shown in the answers themselves, while the spelling is ascertained, not by giving out particular words orally, but by writing down from dictation or from matter read from some history or familiar book. In this way, not only the spelling, but the ability to punctuate, and paragraph, are also ascertained.

Skill in handwriting is marked a certain number of points, and so with the spelling.

In addition to this, an outline of a letter is usually presented which the candidate has to fill out, correcting any mistakes there may be in it.

After this, the most important question is that of arithmetic, and let it be said, it is the one in which most of the candidates fail.

The young woman, who has gone through the grammar grade with flying colors, and thinks she knows arithmetic very well, very often fails through her inability to work out common business propositions.

In these examinations in arithmetic, the candidate is not asked to solve a problem in square root or cube root, or indeed, to do anything that is very difficult. The

problems are of a business character, and very often involve common or decimal fractions, or both. Now it is the inability properly to manage common fractions that causes so many to fail.

The writer of this book was at one time a Civil Service examiner and in this position had frequently to examine candidates for the position of teacher. It was found that as a rule the women applicants were more accurate than the men in their writing, spelling and grammar. But when it came to arithmetic, and particularly to fractions, they were sure to get confused and to fail.

We would therefore recommend every applicant to be sure that she has a good, practical knowledge of fractions before undertaking an examination.

When examinations for Government positions are held for stenographers and typewriters, it is always necessary for the applicant to bring her own typewriter. This may be a burden to one living miles away from the place of examination, but it is usually overcome by applying to the nearest typewriting agency where, for a fee of \$1 or so, a machine will be brought to the place of examination for use during that particular day. This course we think advisable.

Clerks in the Government positions,

whether men or women, usually begin with a salary of from \$600 to \$750 a year, payable monthly. These are called "junior clerks," and after one year they can take an examination for a higher position, when, if they are successful, they will receive from \$900 to \$1200 a year.

These Civil Service positions are progressive and we know of a number of men who entered at the very lowest rung of the ladder, and are now receiving from \$3500 to \$4500 a year.

These places have the advantages of certainty of payment, fixed hours, and one month's vacation, with pay, during the summer.

STATE CIVIL SERVICE APPOINTMENTS

States in Civil Service matters have wisely followed the example of the General Government. To-day, with few exceptions, every State has its own Civil Service Commission. The purpose of these commissions is to examine candidates for positions under the State Government. These places are not limited to the offices at the State Capitol, but extend to every county.

The sheriffs, registers, coroners, county clerks, and positions in the county courts, all come under State Civil Service Commission, which is located at the Capitol of each State.

By writing to the Civil Service Commissioner of your State and making known your wish to become a candidate for a position, he will send you an application.

This application should be filled out in very much the same way as we have described in the case of the General Government.

If the place is located in your own county, there the examination will take place, the Commission sending its own officers to make the investigation.

As in the case of the General Government, the positions are largely clerical, though examinations are held for matrons of public institutions, county engineers, stenographers and similar positions. It is also well in asking for an application to state what position you intend to be examined for.

The qualifications as to citizenship and health are the same as those before noted, and the examinations are very much the same.

The compensation with State positions does not vary greatly from that given by the Government.

More and more the State Civil Service Commissioners are taking care of what is known as the "appointed class," nearly every place that is not elective, and making it competitive, that is, open to Civil Service examination.

Very often there are fifty or more applicants for every place, but this should not discourage you. It is necessary in order to pass that every applicant should have seventy-five per cent. as a general average. The percentage on some subjects may be lower than this, but if so, they must be made up by a higher average on other subjects.

The method of appointment is to take the name at the head of the list, that is the name having the highest general average.

If for any reason this person should not choose to accept the position then the one having the second highest average, and so down the list, is tendered the place.

If there is more than one position, and there usually is, then the names at the head of the list are of course first taken.

But even if you should fail to pass entirely, do not be discouraged. Most young people, and many older ones, in taking an examination become nervous and are not in a position to do themselves justice. In a second examination they will be sure to do very much better, and if they persist, studying meanwhile, to make up for their deficiency, there is no doubt about winning in the end.

MUNICIPAL CIVIL SERVICE

The third kind of Civil Service Commission is that known as "Municipal."

The Municipal Civil Service Commission is organized to examine candidates for positions under the City Government.

Laborers, except for a physical test, are not asked to stand what is known as a mental examination. The positions to be filled in this way in the City are, as in the cases referred to, largely clerical, but perhaps of a higher order than those required from junior clerks by the State and General Government.

All policemen must stand, not only a physical, but also a mental test. The same may be said of firemen; but as women are not looking for these positions, we shall not discuss them further.

The trained nurses in the City hospitals who have not a diploma from some recognized school, must stand a Civil Service examination, and this is usually conducted by doctors appointed for the purpose. Matrons for station houses, city lodging houses, and similar work, are required to be strong and healthy, and in addition, must stand a mental test to prove that they are able to read and write. Every large city employs many women stenographers, all of whom must have passed Civil Service examinations. Many of these stenographers are employed in routine work, and are paid from \$600 to \$1200 a year. There are others who act as secretaries or

assistant secretaries, to the highest of the officials, whose compensation is larger, most of them receiving \$1500 a year, payable monthly. As with the Nation and the State, politics has little or no power to control the success of a candidate for a City Civil Service position; everything must depend upon him or herself.

Of late years in greater numbers, young women are entering more and more into the Civil Service, and we may add, once in such services they do their work, it is said, more efficiently than do the men.

Just here, however, it might be well to mention one complaint which is found with many of the young women in this service.

As we have stated, there is a fixed hour on which to report for duty, but the young women are more apt to be tardy in reporting for duty than are the men. This should not be so. Each public servant should feel that he or she is the servant of the whole people, and that it is just as dishonest to deprive the public of services that are paid for, as it would be to wrong a private individual.

Again, it is said that such young women are "clock watchers." There is, as has been stated, a time when the offices close, which is from four to five o'clock, but no matter the hour, young women are apt to watch the clock, and just as soon as the

time has arrived they drop their work, put on their hats and cloaks, and hurry out.

Now, if the work on which they were engaged is finished this is all very well ; but if the work is not finished and a few more minutes, or even a half hour, is required to finish it, then by all means stick to it till it is done. The private employer would appreciate work like this, and you may be sure the head of your department in the public service will appreciate it in just the same way, and when the time for promotion comes, his influence may be of great value to you.

WOMEN IN THE POST OFFICE

Women are becoming more and more popular as post mistresses, particularly in country districts.

The oldest post mistress in the world was recently living in the north of Scotland, at the age of ninety-three. It is needless to say that she performed her duties well.

In the country where there are so many post mistresses, we find there is a general objection to them, not so much because of their unfitness, as the fact that when they take the position they devote all their time to it, if the work requires it, and they are not apt to take up any side line.

Again, it is argued that women being

more subject to sickness than men, are not so apt to perform the exacting duties required in the position of post mistress, as would a man.

This is not a good argument. We have yet to learn that any woman has defaulted that is, misappropriated funds entrusted to her care as a post mistress. The same cannot be said of the men. As to her strength, she is demonstrating that by serving not only as post mistress, but as mail carrier. There are many such in different parts of the country, and if the routes are not dangerous, they certainly require hard work, fidelity and promptness.

We have not been able to ascertain the exact number of post mistresses employed by the United States Government, but they most certainly run up into the thousands.

The compensation of such positions ranges from \$500 to \$2000 a year.

In many of the smaller towns where the woman is not post mistress, she is often found to be either chief clerk or assistant, and much of the clerical work in larger post offices is performed by women, under Civil Service rules, of course.

In the Post Office Department in Washington, a majority of the clerks employed in the Stamp Department, Money-Order Department, the Inquiry Department, and the Dead Letter Department, are women.

CHAPTER XVIII

THE TEACHER

City Teachers—Disposition—Love for the Work—Teacher as a Model—Personal Appearance—Evenness of Temper—Knowing Parents—Accuracy.

WHERE TO TEACH

The young woman who has qualified herself for the position of teacher, either through personal study in her own home, or through the advantages offered by our training and normal schools, naturally wants to find the best place in which to exercise her profession. Now, the thing to be taught is the child, and the place to go is where there are most children. As a consequence most teachers flock to the great centers of population, that is, to the cities.

The pay of a city teacher is always higher than that of the teacher in the country. In addition to this, she is more pleasantly situated, she has opportunities for amusement and advancement, which are

beyond the reach of her sisters in rural districts. In addition to these, she is often a graduate of the normal college, and such institutions are usually located in the large centers of population.

CITY TEACHERS

In most of our city schools the teachers are Normal graduates, but it is not necessary that they should be graduates of such an institution.

Examinations for teachers are being held frequently throughout the year in all our cities, and if the woman is qualified, she will receive a certificate to teach, and be quite as apt to secure the position as if she were a graduate of an established school. What the public school authorities want is, first, that the teacher shall have sufficient knowledge and, in the second place, that she shall be able to communicate that knowledge systematically to her pupils. Of course, in addition to these qualifications, she should have health, character, and all the other personal characteristics which it is not necessary to mention.

DISPOSITION

Not every woman who has passed through the normal school, or has qualified herself by self-study and discipline, is suited for the calling of teacher.

The teacher who would succeed and who would do her duty to her pupils as well as to her employers, must possess more than mere education or learning; she must also have the ability to communicate her knowledge in a way that will be acceptable; in a way that will win the confidence of the children under her charge. In other words, she must possess that indescribable thing called "temperament."

A lady of experience, whose work we have just consulted, says, in speaking about teachers: "Many girls are temperamentally unfitted to become teachers. They are hasty, harsh, ungoverned, hot-tempered." This applies to men quite as well as to women, but we are now speaking to women about one of their most important callings.

The woman who is harsh, that is, cross and domineering in her manner, self-assertive, and insistent on having her own way, should not be permitted to occupy the position of teacher.

As the purpose of education is to develop character, the woman who cannot govern herself, who is unable to restrain her own bursts of anger, is certainly not the proper person to place in charge of children whose tempers and dispositions are not yet trained.

Very many women, well-meaning, and honest, but with the objectionable qualities of which we have spoken, have undertaken

to teach, and, be it said, they have invariably been failures.

In the work of teaching, parents are seldom the best judges. They are never in the school room during the usual recitation hour. All they can depend upon is the success their little ones may be making in their studies, and they have seldom time to examine them in these. But children are themselves the keenest of observers. If they have such a teacher as the one just referred to, they are quick to find it out, and quite as quick to report it. Intuitively they detect the weakness of their instructor, and with childish frankness they speak of it.

Once the confidence of the child is lost it is very hard for the teacher to restore it, even if she succeeds in changing her own manner of treatment.

LOVE FOR THE WORK

We can imagine no position outside of the penitentiary, more disagreeable than that of the person forced to work at a calling he or she dislikes. Such workers can never do their best, and while they continue at it, they are not only unjust to themselves, but also unjust to the persons who employ them. Now, in teaching, one of the first requisites is that the teacher shall love her work, that she shall give her whole heart

to it, that she shall feel it is a part, and an essential part for the time, of her own life.

The material on which the teacher works is the child, and she cannot succeed if she does not begin by loving children. It is through this love, rather than through any fear of punishment, that she must hold and control her charges.

There never was a successful teacher, and we may say, there never will be one, who did not begin her work by loving children.

Why, even the trainers of young animals begin their work by winning the affection of the creatures they are instructing. If this be the case with the lower animals, how much should it be a consideration with these little ones having not only a mind, but a soul and who must take our places, after we have passed from the stage of active life.

THE TEACHER AS A MODEL

Once the child is started for school, and until the day it finishes, it is more under the control of the teacher than it is under that of its own mother.

Let us examine this. For at least two hundred days of the year, which is more than one-half the time, the child is at school from nine o'clock in the morning till three or four in the afternoon. When it returns home, if its services are not

needed about the house, and they seldom are, the little one is permitted to play with its associates either in the house, or more frequently on the streets. After dinner, if lessons for the next day are to be studied, the child looks them over, and goes to bed. It gets up in the morning at seven or eight o'clock, and it may or may not look over its lessons, but be that as it may, it must report to the teacher at nine. Therefore during the actual active, impressive hours of the day that child is under the control of the teacher in the public school.

If this influence be not of the best, the character growth of the child in the right direction is impeded.

When the little one first came under that teacher, he or she was inclined to regard her as a model of all the excellencies. The little one had a wealth of affection, apart from that bestowed upon the mother, and the father, and others at home, and it was quite willing to give a share of this to the teacher, if it were only met half way. Now, how many teachers do meet this proffer of affection on the part of the child half way? Yes, there are many, but not so many as we could wish.

If the teacher does not win the confidence of her charges through affection, she may be sure that she cannot do so through fear or any form of harsh discipline. And if

she do not win the confidence in this way, she may be sure that her children will not learn, and that instead of being educated to habits of discipline, obedience and affection, they are being made little rebels, whether or not they show it by open revolt.

PERSONAL APPEARANCE

Every woman, and most men, like to be thought good looking, if not indeed beautiful.

According to the Greek standards of physical perfection, there are not now nor has there ever been in the whole history of the world, many people of what is called "god-like" beauty.

We mistake if we imagine that beauty is entirely physical, though in the young it is largely so. The most beautiful people in the world are not those physically perfect, but those through whose faces the soul, the intellect shines, as a light glows through an alabaster vase.

Children are great readers of character through the face; so are most women. Very often a face or a physical appearance will not be attractive, indeed it may be the reverse; but after we get to know the person, to understand his or her character, to note the varying expressions of feeling, emotion or thought, as shown in the face,

we find that they are really attractive, if not beautiful. People possessing these qualities of beauty are not only attractive when young, but the attractiveness continues and increases through all the years, until at length they reach that most desirable of all positions, a graceful, beautiful old age.

We have said all this in order to call attention to the appearance of the teacher herself. It is not necessary that she shall be physically beautiful, but it is absolutely necessary that she shall be physically attractive; that is, her attire should always be a model of simplicity and neatness. Her expression should always be such as to win the affection of all creatures, who, for the time being, may be regarded as inferior to herself. She cannot cultivate a winning smile, but her natural smile, if coming from the heart, will serve to draw the little ones nearer to her, and to give her an irresistible expression of beauty.

EVENNESS OF TEMPER

In naming these qualities essential to the successful teacher, we are not trying to paint an angel of perfection, but simply to give counsel to the young, who may not be aware of their own faults in some matters.

As a teacher is looked upon by her pupils

as a superior being, and a fountain of all knowledge, it is not at all necessary that she should try to intensify this impression; but it is necessary that as she began, and we are assuming that she began in the right way, so she shall continue clear to the end. She must not be variable, one day all sweetness and smiles, and the next all frowns and severity. Children should not be made to suffer from her whims or ailments.

Even if the teacher is not feeling well—and there are times when the strongest of us is not in the best humor—yet she must learn to control herself and not to make her little charges the burden bearers of her own infirmities.

KNOWING THE PARENTS

What we are saying about the public school teacher, will apply equally well to the teacher of the private school. There are many, too many we fear, who become teachers with the single eye to the compensation; for such people we cannot entertain a very high degree of respect.

It is necessary that a teacher should know her pupils, that she should study their characters, even their eccentricities, but if she would be eminently successful in her calling, it is necessary that she should know something of the home life of her pupils.

Very many teachers, after school is dismissed, dismiss from their minds everything about their charges. There is another class of teachers, who, no matter how fatigued by the day's work, or no matter how much more pleasantly they could spend their holidays, yet make it a point to know something of the parents or guardians of pupils.

Such teachers have a constant invitation to the parents and guardians to visit the school, and where this invitation is not accepted, they themselves visit the homes.

Not all mothers with very little help and many charges and insufficient means, are able to dress their children as they would like, but every mother should use her best efforts to keep her children clean. This cannot be told to the little ones themselves in the school, indeed, they should not be humiliated by such comments. If the teacher would remedy the conditions she should visit the mother, and after having ascertained her character and her ability to do better, she should advise her as with a friend, telling her how the little ones may be made more presentable, and perhaps giving her valuable advice as to their care.

In this way the teacher becomes not only the instructor of the young, but also the confidant of the family, and so is better qualified to do her duty in the school.

ACCURACY

Children, as a rule, have good memories, and the teacher in telling them anything outside of the information contained in text books, should be sure if a repetition is required, to have her former language repeated as accurately as possible.

If the teacher tells the child that a thing must be done on the next day, she should see to it that it is done. If the teacher makes a promise to the child to do or not to do a thing at a certain time, it should invariably be done as promised; otherwise the teacher's character for veracity will be in danger, for children are the severest critics.

Another point: Most people of good education are apt to write by note, that is, to write accurately, but to speak by ear, that is, to speak carelessly. Now, the teacher, every moment her classes are under her, whether reciting or not, is still the instructor.

If she has fallen into the habit of using slang or speaking in an ungrammatical vernacular, she will find that her little ones, who are apt to be inclined that way themselves, will follow her example.

It is not necessary that the teacher from the time school opens in the morning, till it closes at night, should be on what is

called "dress parade." But, whether in school or out of school, she should train herself to speak accurately. She should avoid, watchfully and continually, the vulgar habit of dropping into slang, and she should by every means try to guard her charges against it.

INDISPENSABLE

Of course, every teacher has a roll of the children in her classes. She knows their names, and in a way has estimated their characters. In order that these impressions may be verified or changed, she should keep a journal in which should be noted from day to day, or week to week, as the case may be, the changes she detects in the characters and dispositions of her pupils. Only in this way can she estimate properly their development.

If asked what are the essential requisites for a teacher, we should say first, love for her calling, which implies a love for children.

Second, self-control, which means that before she undertakes the management of children, she must know how to manage herself.

Third, conscientiousness, which implies sincerity, earnestness, a desire to do the best, and a willingness to do things that

are not pleasant just because they must be done in the line of duty.

Fourth, attention to personal appearance, and this means not only care in dress, but also in address as we have just indicated.

Fifth, an exact sense of justice. By this we mean that the teacher should have, outside of any passion or feeling, the desire to do exactly right by her pupils, that is, to do as she would be done by under similar circumstances. She must never act from impulse or passion. If she feels she is influenced by these, it will be better not to act at all.

Sixth, we would advise absolute truthfulness, not only in the cases just referred to, but in every dealing with the child, or with the parents or guardians. The imagination should never be permitted to cover any of the statements made, either in school or in visiting.

As an additional qualification, we would add, of course, the actual mental attainments necessary to fill the position which she occupies, and a desire to improve these attainments by using every spare moment for the acquisition of more knowledge along the line of her profession.

CHAPTER XIX

TEA ROOMS AND RESTAURANTS

Tea Rooms—Catering—Fairs and Bazaars —Other Avenues.

Closely associated with the General Information Bureau is what has come to be known as a tea room.

There are many tea rooms in the shopping and amusement districts of New York City. Women from distant parts of the city or from out of town, wearied by their tramping and shopping, find in these resorts a convenient place for rest and refreshment and also a rendezvous at which they may be assured of meeting their friends by appointment.

The number of these tea rooms has increased greatly and this should be regarded as an evidence of their prosperity. The expense of managing and running a tea room depends largely upon its locality and it should be stated that the locality is a vital matter in the success of the institution.

If the tea room be located in one of the popular and fashionable shopping or amusement districts, it must be accessible, that is, if it is on the top floor, it must be reached conveniently and easily by an elevator. If there is no elevator, then no matter what the location may be it should not be above the second floor. The rental of such a place is usually considerable and is the principal item of expense. The furnishings need not be expensive, but they must be neat and attractive. The tables, chairs and rugs should be simple, unobtrusive and an evidence of taste. The china should be of the same character and, of course, it should be *china*, not a make believe, and the daintier the better. The table cover and napkins should be of good material. Spoons, knives and forks if such are required, should be genuine, or if imitation, they should be so nearly like the original that only an expert could detect the difference. The tea itself, with the cream and sugar, must be of the very best quality and served in the daintiest manner possible.

Some of these tea rooms might be called restaurants, for the owners are prepared to serve the tea which gives the place its name, sandwiches to accompany the tea, and also fruits in season, ice creams, and cold drinks flavored with fruit syrups; but all this the *manager* of the tea room will arrange for

herself, when she has learned the character of her patrons.

Another thing to be considered is the personality of the owner of the establishment. It goes without saying that she must be a lady. We do not mean to use this term in its ordinary significance, for every good woman is a lady. Just here, however, it may be well to say that the word "lady" did not originally mean a high-born person or an aristocrat, but "one who supplied bread," and, in this connection, it is entirely applicable to the keeper of a tea room. This apart, she should be a woman of education, tact, warm sympathies and personal magnetism. Quite as much upon these qualifications, which go towards making the character of a true lady, will depend success as upon the tea served or the manner of serving it.

If the proprietor of the tea room be invited to talk, and she usually is, her conversation should never be about herself. Her private affairs should be kept strictly private and all her talk should be about her guests or on subjects of general interest to them.

It is surprising how many failures have come to women, otherwise entirely competent, simply because they persisted in talking about themselves. Such talk usually deals with their former position of occu-

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lence, their families, their education and the disaster that brought them to their present position of dependence.

It is unnecessary to say that a woman, no matter what her education, birth, or refinements, who talks this way, degrades herself by degrading her position, for, as we have said before, it is not the work but the worker that makes a position honorable.

The proprietor of a tea room, and the same may be said of the proprietor of any store or work that brings the owner into contact with many customers, will do well to keep herself in the back-ground. This does not imply that if the curious or interested should ask as to her antecedents, she should not answer respectfully and satisfactorily, but it does mean that she shall not introduce her private affairs to people who are not even friends, but customers and transient visitors. No matter how patiently people may listen to the story of our misfortunes or blasted aspirations; no matter how they may pretend to sympathize, as a matter of fact, they will leave with a feeling that they have been bored and a resolve that they will not submit themselves to such boredom again. A very wise French philosopher said that: "A bore is a person who persists in talking about himself when we wish to talk about ourselves."

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CATERING

There are a great many women, and the number is daily increasing, who devote all their lives to the business of catering. Caterers, like every other calling that is being specialized, are of many kinds.

Restaurant keepers sometimes call themselves "caterers," and they are in that they cater to, or supply articles required by their customers. From this it will be seen that while the word "caterer" is now used in connection with supplying prepared food, it would be equally applicable if used to specify the purveyor of any required commodity.

Women have become caterers, not only as owners and managers of restaurants, but also in supplying the requirements of private and public functions, such as birthday parties, weddings, large dinners, and various public affairs.

There are women who undertake the management of such an affair from beginning to end. It usually comes about in this way: A lady decides to give a dinner and lacks confidence in her own ability to manage such an affair successfully. She goes to a person whose business it is to do such things, or if she is not so acquainted, she probably has some friend who will tell her where to go. She at once writes to the lady

caterer—we prefer the word “woman” in this connection, and in every other where the question of work is involved, for it is a much nobler word. The caterer responds to the letter in person and having learned the character of the function, and about the amount of money which it is proposed to spend, she undertakes the work and relieves her employer of all subsequent trouble.

As a rule the lady caterer does not supply the provisions or table-ware herself. She is too busy, or it may be too poor to control such an establishment, or to keep such things in stock, but she does know a professional caterer who has cooks, makers of confections, etc., she also knows a florist and of the men who supply waiters or attendants for such dinners as we have in mind. With each of these she makes a contract in writing, the consideration being always stated in such a way as to leave no ambiguity. The woman caterer also fixes the time when the decorations are to be in place, the table laid, and the food served, in fact, she personally supervises the arrangements of all these things.

The woman employed in this work requires experience, tact, business ability and, above all, the power to attract customers by the perfection of her management.

There is another class of lady caterers or

managers who undertake the direction of fairs and bazaars and these women must have more than average ability.

FAIRS AND BAZAARS

A church, a hospital, a charitable society or it may be the lodge of some benefit society desires to increase its funds by giving a fair or bazaar. In the majority of these cases the parties are men, as a rule, they are as innocent of this way of making money as a child is of the topography of the other side of the moon. If the affair is to be a success, it is evident that some person must be secured to manage it who is entirely familiar with all the details.

There are, of course, many men who are particularly well skilled in this work. but until recently there were few women who had any knowledge of it. Now, however. the case is different. There are women who, when they are engaged to do this work, will rent the hall, and having learned the people who are to cooperate with them. they will at once assign to each his or her special work, and, more than that, they will see that it is properly done. If the entertainment is to be a fair, they will see that the booths are properly constructed and arranged, each one being so fitted as to be in harmony with the character of the goods to be sold in it.

In such cases, the sales are usually made by the youngest and most attractive of the young women friends or relatives of the persons in whose behalf the bazaar is being held. In addition to these "sales-ladies" there must be a matron or chaperone, that is, an older person who presides over the booth and is supposed to keep her young assistants actively at work. In this case, the manager has an opportunity to exercise her tact by selecting the right person to preside at each booth and the right young ladies to serve under her.

In connection with such fairs there is usually a restaurant, in which light refreshments, such as tea, coffee, sandwiches, ice cream and cake, are served. This also the caterer must arrange for, taking care that the refreshments are properly provided for and that they are well served. In addition to this, if there is a charge for admission, and there usually is a low one, she must see that the tickets are printed in good time and placed in the proper hands for sale, and, at the end of each night's work, see also that the cash received therefrom is counted and that the tallies are correct.

In addition to this she should see that the accounts from each booth are made up, doing the same in the restaurant, making out at the end of each day's work, a list of

the sales in every department, to be handed in either that same night, or at the beginning of business the following evening, to the Chairman of the Executive Committee, or whoever is authorized to receive it.

OTHER AVENUES FOR SUCH WORK

In addition to the avenues already referred to as being open to the woman caterer, we might mention garden parties and picnics. The methods of managing such affairs are very much like those employed in the undertakings previously mentioned.

Thus a casual survey of the subject will convince any woman, who thinks of undertaking this work, that she must not begin it without careful deliberation, and, above all, a thorough understanding of the requisites of the service.

A good caterer would usually make a good matron for a public institution. She would also make a good manager for a boarding house or hotel; as a matter of fact, having this managerial ability well developed, she would be qualified to undertake any work where organization, expenditure of funds, and careful business management are required.

CHAPTER XX

THE KINDERGARTEN

Child Training—Color—Observation—The Teacher.

THE PRIVATE KINDERGARTEN

Thirty years ago there were no kindergartens in the United States. The word *Kindergarten* comes from the German, and means "children's garden."

Froebel, the German teacher, established the kindergarten in his own country, in the first part of the nineteenth century, and like all great reformers, his theories were not understood, nor did his first efforts meet with very great success. However, like all men sure of their ground, this great man persisted, and gradually the importance of his method began to dawn upon his German countrymen. It is not necessary to add here that the Germans are, and have been for the last two hundred years among the greatest of our educators. Our American youths, after being graduated

from our home colleges and universities, and who wish to perfect themselves in the profession which they have chosen for their life work, usually complete their courses at some German University.

Froebel believed that a child's education began with its first powers of observation. When that period in the existence of an infant begins it is very hard to say. The great German believed that the first of the senses to be awakened to activity was that of hearing, and this he demonstrated, not only to his own satisfaction, but also to the satisfaction of all others who investigated the subject. Next to hearing, "observation," sensation, and, we may add, thought, comes through the vision or the eye.

Granting this, the education of the child begins with its power to observe and this is always before it has the capacity to express its feelings in language. Mothers know this fact as well as did Froebel, but as affection and philosophy do not always go together, mothers did not reason about it as did the famous German.

It is not our purpose to show the development of this idea of child growth, but rather to state Froebel's conclusions as to the time at which the child's training should begin. Of course, very much depends upon the child itself, on its heredity and its temperament; but Froebel's conclusion was

that the average child should be subjected to a systematic training, beginning at the age of five.

CHILD TRAINING

In the public schools of this and other countries where there are such establishments, all normal children are permitted to enter the public schools, that is, in the lower grades, at the age of seven, but, the purpose of the kindergarten is to train the children from the time they are five until they have reached the age named.

The purpose of Froebel was to train the senses, for it is through the senses that all of our information comes: it is through these that all of our education is accomplished.

In the kindergarten, first established in Germany, the teachers were young women, not merely young women with an average education, but young women, bright, intelligent, sympathetic and in whom the mother instinct was strongly developed. At first it was thought that these young teachers were simply a higher kind of nurse, and there were mothers who sent their children to the kindergarten without any idea of their being taught anything, that might be of use, but simply that they might be sent away from the home and properly cared for, during certain hours of the day.

Froebel, however, did not propose to make his kindergartens nurseries.

He intended that in these schools should be laid the foundation of all subsequent education and training. He taught children first through the hearing, which, as we have stated before, he recognized as being the first of the senses to manifest itself through signs or motions.

The little ones, and these were of both sexes, were first taught to sing, singly and together. Some of our philosophers, who have investigated the matter, and we think they are right, claim that human beings in their first efforts to express themselves through words, do so through singing.

The writer of this article has traveled a great deal among the Indian tribes of our own country and among the aborigines of the South Sea Islands, and he has found that the people who have not been brought into contact with civilization, seem to chant rather than to speak. This is certainly true when they come to recite a long narrative or to make a report that requires some time.

It is surprising how soon the children learn to sing, and we need not say how much they love it.

THE OTHER SENSES

As we have indicated, the next sense that

manifests itself through the emotions, is sight. Froebel, after long experiments, found this out, and in the kindergartens he makes the education or training of the sight the second subject to consider.

Children, as we learn, are full of vitality, and it is through the continuous exercise of this vitality in their waking moments, that they develop their physical and mental powers. The singing, and, by the way, it is continued through the whole kindergarten course, is always accompanied by physical movements: it may be in the form of dancing, and dancing is as innate as singing, or through some other form of light gymnastic movements. In this way, they are taught rhythm, and rhythm is the very foundation of order, applying as well to poetry as to the conducting of a great mercantile business.

In cultivating the vision it must be done entirely through observation. The child enters on the kindergarten course with a mind entirely plastic, and impressions are easily received. When such impressions are sufficiently forceful, they will remain long after the kindergarten days are forgotten.

COLOR

The power to distinguish not only the colors of the prism, but also the innumer-

able variations of each one of these prismatic colors, is not a gift. It must be acquired. There are very many fewer women afflicted with color blindness than men, as we have before stated, but those who are affected in this way, unless the eyes are abnormal, would certainly be able to distinguish not only the prismatic colors but their variations, if they had had kindergarten training.

It must not be thought that these colors are submitted to the child and that he, or she, is taught the names. The kindergarten teacher takes different colors, papers or cards, or whatever it may be, and teaches the child to form them into flowers or patterns which may, or may not be useful, but which are certainly pleasing to the eye. And so while the little one is learning color, it is also learning how to form, how to make things, and that *to do* things is the great purpose of human life.

OBSERVATION

The child in the kindergarten is not only taught to hear and to see, for it not only learns the color and form of things, but also the shapes of various articles, and, in addition, their names. It is taught that one form is a square, another is a circle and still another a triangle, and all that long

before he has learned to read or become acquainted with geometrical forms.

If we were asked what particularly distinguishes the power of the difference between the trained and the untrained intellect, we should unhesitatingly say, "the power, the capacity to observe." There are a great many "learned" people wholly wanting in this power of observation. They know all about books and their memories, like garrets, are full of the lumber of past days, but of the present they know little or nothing. The educated person, on the contrary, may not be able to recollect past dates or facts, but is well informed as to what is going on in the present. Such a person is an observer.

Froebel insisted that the power to observe should be cultivated in all these little ones. We may remark here that children in the kindergarten are seldom taught reading and writing, and though they may leave it accomplished kindergarten children, yet they may not know the alphabet.

Froebel insisted on teaching the children observation. By this is meant the ability to look at a thing briefly, or for a longer period, and tell all about it. In his experiments with the little ones he would send one into a room, say a girl, and say: "Now, my dear Linda, go into that room, walk to the other end, then come back and tell me

everything you have seen." The child coming back would be apt to say: "I saw a large room with a door at the other end and the walls were 'a certain color' "(?). Froebel would then ask: "Did you not see any chairs, tables, or books, or was there not a carpet on the floor?" The next time the child went into the room, it might not observe all of the things indicated by the kindly teacher, but it would note some of them, and, on each subsequent visit it would add to the list of things observed.

In this way the power of observation was so developed in the little ones that as each passed along through the streets, it noted everything, and in so doing, added to the sum of its experiences a wealth of information.

THE KINDERGARTEN TEACHER

We have dwelt, as you will see, at some length on the purpose of the kindergarten and things to be taught there.

If any of our young women readers should desire to undertake, in our opinion, this most important of all educational positions, she should ask herself if she understands the methods and purposes of these schools, and if she feels in her heart that she will love this very important work.

OPPORTUNITIES FOR TEACHERS TO START A
KINDERGARTEN

There is still, among many good people, who have not looked into the subject, a great deal of opposition, if not prejudice, against the kindergarten, but the success it has made in the past generation would certainly gladden the soul of the great founder, if he were to revisit the "Glimpses of The Moon."

To-day, in every part of the country, a girl who feels herself qualified for the work and lives where the population is large enough and of a character to warrant her undertaking, may be assured of success.

Conceding the ability of the teacher who is undertaking this work, the next thing to consider is the location, the renting of a proper place and lastly, the furnishings. The furniture need not be expensive, indeed, should not be expensive at all under any circumstance. The supplies can be obtained through establishments in all the large cities.

The kindergarten teacher, eager to begin on her own account, should, before she rents a school room or lays in her supplies, canvass thoroughly the district in which she proposes to settle, and in this way assure herself of a clientele sufficient to meet all *her* expenses and something over. It would

be well for her to become acquainted with the editor of the county weekly, should it be a small town, or of the daily if the place be larger.

She should endeavor to know the doctor, or doctors, and the clergymen, or clergymen and get their approval of the undertaking. This does not mean that everyone will approve her efforts, but that the majority of the people in the place where she is to teach, consider that the enterprise is needed and that its chances for success are good.

Where the work has been undertaken in this way, and we know many such cases, there have been but few failures.

CHAPTER XXI

THE PRIVATE SCHOOL AND LIBRARY

Private Schools—Libraries—Training Librarians—A Growing Field.

AS A MEANS OF SUPPORT

Of course, next to our public schools, as we stated before, are our private schools, and the majority of these are conducted by women, many of whom began the undertaking under trying circumstances, but who have persevered until their schools are now of national reputation. These private schools are really public institutions, in that they receive public recognition, that is, the patronage of the public.

It may be thought that the supply of these schools, established and maintained by women, is now more than ample to meet the demands, but this is not so. It should be remembered that our population is continually increasing and that the teachers of these private institutions are gradually dying out or retiring either because of old age, or the fact that they have accumulated

enough to warrant their living without effort in their declining years.

Whether the young teacher who begins with the kindergarten on her own account, or the older teacher who begins with a private school for day scholars, or a boarding school where pupils are residents of the establishment, it should ever be kept in mind that success or failure is not a question of intelligence or accomplishments, but of business training and a natural capacity for the work.

LIBRARIES

There is a new calling for women that has come into existence within the last twenty years, and that is, the Public Librarian.

In the Old World, where there is much wealth and culture, and where men follow the habits and customs of their ancestors and accumulate great stores of books, even though they do not read them, the position of librarian is a well recognized profession; but it is almost invariably occupied by men. Some time before the Civil War, there were what is known as "School Libraries." These were composed of fifty or possibly a hundred books which were supplied to school districts and placed under the control of the teacher, who at that time, as now, was usually a young woman.

These libraries were directed by well-meaning men who knew very little about books. The books selected were usually of a religious, or of a heavy theological character, which no child would ever want to read. The other books were historical, written by men who knew everything about their subjects and were well qualified as to information, but who were unable to write interestingly or entertainingly. Then there were some books on agriculture, which nobody ever read, and in the way of fiction, some stories of abnormally good children who always died young. The latter books were read by the little ones and we cannot but sympathize with them in their efforts to enjoy the stories.

As we have said again and again, and may say still more, for we like the idea, the world is progressing in a grand way. The little school libraries and Sunday School libraries, which were of about the same class, have been supplanted by public libraries which are now within reach of every one who loves to read, and in every part of the country accessible by trolley or mail.

In some of the States there are what is known as "Travelling Libraries." Many volumes have been published on libraries and the way to manage them. It is not our purpose to point out the great value of these institutions, whether public or private,

but to indicate as best we can, the opportunities they afford to young women who have qualified themselves for positions as librarians, and who do not expect too much remuneration for the work.

SCHOOLS FOR LIBRARIANS

In New York City, and in many of the large cities which keep abreast of the times, there are schools whose sole purpose it is to train young women for positions as librarians, either public or private. Any young woman having a good common school education, though of course it would be better if she had had a high school course, can qualify for the position as librarian within one or two years. In New York City there are four such schools, and there is one at Albany which is regarded as a State school. Diplomas received from these schools entitle the holder to a position in any public library, provided there is a vacancy, and she is willing to undertake the work. The position of librarian, particularly as a subordinate, is very exacting, and the hours are trying to one who lives at a distance from the library. However, if the girl loves her work this will not deter her from the employment.

The wages for beginners are about \$36.00 per month, and this increases from year to year, depending upon the length of

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service rather than upon the position occupied, though, of course, the higher position carries with it a greater responsibility, and a higher salary. In our city, and doubtless in most public libraries, the hours are from 8 or 9 in the morning until 9 o'clock in the evening. It is well to know that these libraries are not conducted entirely by one person. There is a chief librarian in charge of the establishment and she has assistants, possibly two or three young women. These assistants can usually have one hour at noon for luncheon. With the same help, a girl coming on duty at 9 in the morning can get off at 5 o'clock in the afternoon, on certain days in the week, or it may be certain weeks in the month. During the time the young librarian is working until 9 o'clock at night, she is not required to report for duty until 12 at noon, so while the total number of hours may seem very great, the actual time employed is not particularly trying.

It should be borne in mind that these libraries are established for the use of the public, and they must be kept open until the late hours named, to accommodate those people who do not get home from their work until after usual business hours. The principal work at the library, however, is in finding the books that are desired by the clients and to keep track of them. Every client, after being recommended to

the chief librarian, is privileged to take one or two books at a time, and keep such books for two weeks. If the books are kept longer than two weeks, one cent a day is charged for books so retained, but if there is no demand for the volume returned, they may be taken out again for another period of two weeks.

A GROWING FIELD

The public library, like the kindergarten, began under unpromising auspices. As the reading public began to appreciate the opportunities which they afforded, the demand for libraries increased, and is now increasing, so that to-day, a community of any size that has not its public library is considered to be in a very backward condition.

The managers of these libraries are invariably women and they have given such satisfaction in this position,—a position that requires great tact,—that it is certain that they will never be supplanted by men, nor is there any desire to supplant them.

Besides these there are private libraries, but we do not think it well to speak at length in this connection, though it may be well for the young woman who has qualified herself for the special positions we have been considering to investigate them if she cannot find a place in any of the public libraries.

CHAPTER XXII

WOMEN WRITERS

Journalists—Special Work—General Writers—Other Publications

JOURNALISM

Let us first consider woman's position in journalism, that is, newspaper and other periodical work. Fifty years ago there were a great many women writers in this, as in other countries, but, excepting on periodicals that were especially devoted to women's work, not one woman was employed. There is no work requiring greater skill, greater experience, greater powers of endurance, and more many-sidedness than that of newspaper reporting, or special writing for a daily publication.

It would be interesting here to describe in detail the many departments that go to make up a complete daily newspaper establishment. There is the mechanical department, which includes type-setting, the machines for press work and stereotyping. There is the business office, which takes

charge of the circulation, advertising, the receiving of all moneys and the paying of the bills; and lastly, there is what is called the editorial department, which includes the gathering of all and every kind of news by day and night, the consideration of amusement and art topics, books, foreign events, and, finally, the editorial comments on the same. As this work has to be done continuously, and under circumstances strenuous and seldom pleasant, it would be thought that this profession would be an entirely unsuitable field for women.

SPECIAL WORK

The first work done by women on the Press of this country was in supplying material for what is known as the "Fashion Department," and for which their sex and experience peculiarly fitted them. Some papers had, in addition, what was known as a "Domestic Department," in which household matters, kitchen recipes, and kindred subjects were treated in an interesting way; and it was found that women could do this work very much better than men.

Then came book reviewing, and particularly the careful criticism of books that were known to be popular, such as stories of well-known writers. It was found that women handled this line of work with more

skill and in a more taking way than did the average man.

Women's work on the daily press gradually extended from the departments named to the writing up of special interviews. These interviews were had with men and women of prominence, and it was soon found that a bright woman with her tact, keen observation, and descriptive ability could do this in an acceptable way. From this department the field of her labors broadened until it comprised every line of work in a newspaper office.

To-day women are employed in the editorial department of newspaper offices. By this we do not mean what is known as "the news department," but that in which she exercises a certain amount of literary and judicial ability in the way of making comments on public events, which comments are found on the editorial page as distinguished from all other pages of the paper.

GENERAL WRITERS

It is estimated that there are to-day over 24,000 separate periodicals, dailies, weeklies, or monthlies, in the United States. Excepting in the trade journals, which are devoted to the interests of some special department of science or manufacture, and trade, and where particular technical knowledge is required of the writer, we

find that women are employed to their own advantage and to the decided betterment of the publication with which they are connected.

Then there is a class of writers known as "special writers." They go into an office every day, furnishing a certain amount of matter daily, weekly, or monthly, as the case may be, for special departments, and the work is paid for at column rates. These rates vary according to the skill of the writer, and, it may be added, the standing of the publication.

Again, there are many brilliant women, who earn fair incomes, writing short stories and special articles for the popular monthlies. Varying sums are paid for these, of course, depending upon the name of the author and the standing of the magazine. We know of some young women writers of short stories who make from one to three thousand dollars a year, and we are told that there is one who earns as much as \$5,000.

We do not propose to speak about the novelist who writes books, which may or may not be popular. Some of these achieve fortune, but the majority of them are doomed to disappointment.

OTHER PUBLICATION WORK

While a great number of women, and

the number is constantly increasing, earn their living by writing, there is a large number employed in the business offices and the mechanical departments of the various publications. In the business offices they are usually employed as clerks or stenographers, and their compensation is quite as large as it would be in any other business place where skill is required and fidelity appreciated.

In the mechanical departments we find women printers, that is, women who have learned the trade of type-setting and can do it as accurately and as rapidly as a man. These women type-setters, or "typos" as they are called in the trade, belong to the established Unions, and let it be said, to the credit of these Unions, they receive quite as high compensation as do the men. Speaking about compensation in connection with publishing houses, it should be said that there is no difference made in the payments of men and women. In these places the work only is regarded, and if a woman's work is up to the average of a man's, she will receive the same compensation, indeed, if it is better, she will then receive higher pay. It is the work and not the worker that is considered in this connection.

CHAPTER XXIII

TELEGRAPHS AND TELEPHONES

Spread of the Work—Telegraph Schools—
The Telephone—Methods of Work—
How to Learn—Necessity for Prompt-
ness.

To-day in all the public telegraph offices of the country we find women more in evidence than men, and the general belief of their employers is that they do their work with more accuracy, and stick to their desks with less loss of time than do their men associates.

TELEGRAPHIC SCHOOLS

As in all other trades, for telegraphing may be regarded as a trade, there must be special training. It is true that some bright boys and girls entering an office as messengers will in time learn to operate an instrument, and to interpret accurately, but such aptitude is very rare.

Connected with many of our business colleges where typewriting, bookkeeping

and so forth, are taught, there are departments of telegraphy, in which pupils are trained in this art.

If you will look into the matter with care, you will find that a great majority, indeed nine-tenths of the pupils studying telegraphy, are women.

So many are learning this art that at first it might be thought there would be no places for them, yet such is not the case.

The girl who shows proficiency as a pupil is not long in finding employment. New offices are being opened continually. The telegraph wires are extending into every corner of the land, and there must be people to operate them, and none have been found so proficient as the girl pupils trained in the schools of which we have spoken.

The compensation, of course, varies according to the skill of the operator, and this skill does not come at once. Much depends upon the individual aptitude of the operator, but natural talent does not count for everything. There must be experience, and this experience can only be had by long months of patient, persistent work.

We are told by girls who have succeeded in this work, that after a time it is very exhausting to the nerves, and they are frequently laid up for repairs.

Their employers seem to appreciate this

thing, and the great companies who operate the telegraph lines throughout the country, are particularly lenient to the women telegraphers whose nerves have become shaken by the roar of instruments under which their working hours are spent, and by the nerve-racking attention which they must give to their own particular work.

THE TELEPHONE

There are many who will read this and who still consider themselves young, and they are young, who can recall when the telephone was a novelty, or the name unknown.

To-day telephones are to be found in every civilized country in the world, and in many places that are not considered civilized.

Not only is the telephone found in all our cities, towns and villages, but in the United States, and in some parts of Europe where the farmers are quick to recognize the value of this instrument, we find it installed in their homes.

METHOD OF WORK

If you have not a practical knowledge of the working of the telephone, it may surprise you to know how, when you call up a certain number, the wire over which you speak is made to connect with that of the

friend with whom you wish to communicate. This is done through what are known as telephone exchanges. These exchanges, in a large city like New York, consist of districts into which the city is geographically divided. These district stations are also in communication with a general station, which in turn has communication with all the outside world with which it is connected by telephone wires.

So it comes about that we have what are called short distance and long distance telephoning.

In a hotel we will find a telephone in our bedroom. By lifting the receiver, we signal to the telephone office in the building that we want to talk and, putting the receiver to the ear, we will hear the voice of a girl calling up, "what number."

It may be that you wish to talk with the clerk in the office, and if so, the communication ends there. If, however, you wish to talk with a person at a distance in the city and outside of the hotel, you will give the telephone number and the name of the district, whereupon, while still in your room you can be placed in communication with the desired person, or it may be that you want to talk with a person in Chicago, one thousand miles away; if so, you give the number and station in Chicago, and within a few minutes you are

placed in communication with the party in that city.

Now, the person listening for your call in the hotel is a girl. The person taking the message at the station in the city is a girl; and the person receiving the communication over the long distance telephone in Chicago is a girl.

You may have noticed that when the person responding to your summons announces the fact that she is in communication, the response is usually, "Hello." On this account the telephone girls have come to be known as "Hello girls."

The girls employed in the offices of local and general exchanges now number tens of thousands, and they are gradually increasing.

HOW TO LEARN

As there are schools for telegraphy, so there are schools for learning what has come to be known as telephony. These schools are always found in connection with the telephone exchanges.

The girl who wishes to learn this calling announces her purpose either in person or through a written application, whereupon she receives notice to call at a particular time and at a place indicated. When she reports she is examined as to her eyesight and hearing. These must be perfect, and in

addition her voice must be clear and distinct. It is more important that the voice should have these qualities than that it should be simply strong or loud.

A great many people in speaking over the telephone for the first time, and realizing that the person with whom they are communicating is a long distance off, imagine that they must shout in order to be heard. We need not tell you that this is a very great mistake. Whether talking over the wire with a person a block away or a thousand miles away, it is better to speak in the natural voice and in ordinary tones. If you have not tried this do so at the first opportunity, and you will be surprised at the result.

Girls in the telephone service receive very little if anything during the time they are learning. But after they have become adepts the pay ranges from \$9 to \$15 a week, and we believe the hours are not longer than eight, but of this we are not sure.

A majority of the girls employed in the telephone service are connected with the company's offices. A great many, however, are in the service of private establishments. We find them in the hotels, in the large stores, in all the public offices, in the newspaper establishments, and indeed in every place that has heads of departments.

To-day the head of a department in a store may be on the second floor and wishes to communicate with the superintendent or some other person on the first floor. Instead of getting up and going down stairs, as he would formerly do, he takes up the telephone from his desk and placing the receiver to his ear, says to the young lady in charge of the house telephone, "I want to speak to Mr. Jones, of such a department." The girl at once places him in communication with Mr. Jones on the first floor, and the business with him is transacted in less time than it would take for one to go down stairs, or the other to come up.

NECESSITY FOR PROMPTNESS

The operator must be prompt. If the hour for reporting for duty is set at eight o'clock in the morning, the young woman should not report at ten minutes after, or five minutes after. She should be on time. For she should bear in mind that there is some other girl then at the switch-board whose time she is taking by her delay and whom she has to replace.

In the telegraph and telephone office where the operator is brought into closer contact with the public, neatness in dress,—never mistake this for loudness of attire—and courtesy of manner should be the invariable rule.

CHAPTER XXIV

IN CONCLUSION

Flower Culture—Growing Violets—Other Callings—A Parting Word.

At the opening of this the last chapter of our book, we have a comfortable feeling that we have thrown some light on many callings which up to this time may not have attracted the attention of our readers, and we sincerely hope that the points we have given may be of some value to the reader.

But many as have been the callings named and the examples cited, we are amazed at the hundreds of avenues for woman's efforts which we have not had time even to glance at.

The real purpose of this work, however, is not to be a guide so much as an adviser.

The bright girl reading over these pages will have suggested to her mind many other callings with which she is perhaps more familiar, and which are within closer reach.

FLOWER CULTURE

We have written about artificial flower making, and hinted at flower-gardening.

The latter work we know to be congenial to every woman, but we are not surprised that so few understand it from the practical side.

The successful grower of flowers requires just as much natural ability and as prolonged an experience as is necessary for the study of any other art.

This is a calling which cannot be exercised to advantage within the crowded confines of the city.

Flowers need air and sunshine, and a considerable extent of ground for their profitable cultivation. Land is too valuable in the city, though there are some profitable hot houses on the outskirts of nearly all our towns. To be conducted profitably, however, the flower garden should be within easy reach of a market.

As has been shown in the case of many callings, it is not the person having the largest general knowledge that succeeds best, but the one having the greatest special knowledge.

The general florist, that is the person who supplies flowers of any desired variety, and in any quantity, may, if the busi-

ness be extensive enough, succeed; but the greatest profits are made in growing one particular article of flower.

We know a German living in the neighborhood of Brooklyn who devotes all the space in his garden and hot house to the cultivation of lilies of the valley. These lilies are the very finest of their kind to be found not only in the United States, but in any country in the world. They are really marvels of floral growth, and are the product of long years of experiment and watchful care.

We know a man and his wife living on the confines of another city, who have not only been enabled to live in comfort but also to lay by a competency, from the growth of one flower—the American Beauty rose.

We have been told of a young lady in the vicinity of Boston who loved violets, as who does not, and who being forced to shift for herself, decided to make a living by growing her favorite flowers.

This young woman had the right spirit. She determined that the product of her growing should be better than that of anyone else.

Instead of selling her first batch of flowers in Boston, she determined to try a florist in Philadelphia. It may be well to state *here* that very few of the florists found

scattered in the fashionable neighborhoods of our large cities, grow their own flowers. This young lady, as we stated, sent her flowers to the Philadelphia florist by express. It took nearly twenty-four hours from the time they were sent until they could be delivered, and it might be thought that flowers so delicate would be pretty well withered by the time they reached their destination, and they would be if sent by an ordinary person. But this young lady was not an ordinary person, as you will see.

She placed her flowers with the accompanying foliage in the form of leaves, in an oil silk paper, first placing about the roots a lot of loose cotton thoroughly soaked in rain water. The oil silk paper was enclosed within still another paper, and the whole placed within a box, care being taken not to crush the flowers.

The package arrived in safety; there were just five hundred blossoms.

The florist, in acknowledging the receipt of the flowers, which came, he said, in the best order, sent her a check for \$5 and wrote that he would pay her at the rate of a cent apiece for every flower she could send him. This she continued to do for two years, or until the fame of her violets extended to her native city.

Soon she had to increase her hot houses; the first was a very humble affair, and now

she is sending out millions of plants and her income is correspondingly great.

OTHER CALLINGS

We might dwell at length on silk culture, which is now being introduced into many parts of the United States, but we have not the time for this.

Then there is poultry raising, about which many of our country readers know perhaps as much as we do, but if they have doubts of their knowledge, they can easily get posted by writing to the agricultural or other papers that have departments devoted to poultry raising.

Then there is the raising of pets such as toy dogs, certain kinds of cats, and we may add canaries.

The great thing before undertaking any of these enterprises is to have a proper estimate of your own ability to carry on the work. Next, be sure of some means of living until such time as your enterprise becomes self supporting. Nor should one forget the market, that is the chance of selling what one has produced and selling it at a profit.

THE END

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